

VACANT/FORECLOSURE FILING APPLICATION



CITY OF MIDDLEBURG HEIGHTS BUILDING DEPARTMENT

15700 Bagley Road
Middleburg Heights, OH 44130
Phone (440) 234-2218

Website: middleburgheights.com E-mail: building@middleburgheights.com



Property Address: _____ **PPN:** _____ - _____ - _____

This property is: ___ 1-Family Dwelling ___ 2-Family Dwelling ___ Commercial Building

Current Property Owner: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Cell Number: _____

E-mail: _____

Name of Party Filing for Foreclosure: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____ Phone Number: _____

E-mail: _____

Filing on behalf of a taxing authority (exempt from fee)? ___ Yes ___ No

Party/Company responsible for property maintenance: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____ Phone Number: _____

E-mail: _____

FEES: In accordance with Middleburg Heights Ordinance 2013-74, a fee of one hundred dollars (\$100.00) for a residential property (one- or two-family dwelling) and three hundred dollars (\$300.00) for a commercial property - ALL structures other than one- or two-family dwellings.

The fee can be paid online, by cash or check made payable to **City of Middleburg Heights** at the time of filing.