



Township of Vernon
21 Church Street
Vernon, NJ 07462
973-764-4055, ext. 2248

VACANT BUILDING REGISTRATION

Dear Property Owner:

In accordance with Ordinance #2018-14, the registration and maintenance of vacant and abandoned residential properties including those in foreclosure, are required to be registered. As the owner of a vacant building in the Township of Vernon **effective April 30, 2018**, you are required to register the building with the Municipal Clerk's Office and pay an initial registration fee to the Township of Vernon.

Enclosed is the registration form which you are required to complete. The completed form with the registration fee must be submitted to our office within 30 days. The owner shall be required to renew the registration fee annually as long as the property remains vacant.

Please note, in accordance with Ordinance #2018-14 you are required to register the property within thirty (30) calendar days after the building becomes Vacant and Abandoned or within thirty (30) calendar days after assuming ownership of the Vacant and Abandoned property, whichever is later; or within ten (10) calendar days of receipt of notice from the Township. Failure to comply can result in a notice of violation and fine not exceeding two thousand (\$2,000.00) dollars.

FEE SCHEDULE

Year One	See Prorated Fee Schedule
Year Two	\$1,500.00
Year Three	\$3,000.00
Subsequent Renewal	\$3,000.00

PRO-RATED FEE SCHEDULE

(Based upon the month of vacancy)	
January	\$500.00
February	\$500.00
March	\$400.00
April	\$360.00
May	\$320.00
June	\$280.00
July	\$240.00
August	\$200.00
September	\$160.00
October	\$120.00
November	\$80.00
December	\$40.00

The property will be subject to fees from the date of foreclosure, abandonment or ordinance adoption. The owner is responsible for the maintenance, security and upkeep.

Allison LaRocca, Zoning Officer
Township of Vernon



Vernon Township
 Township Clerk's Office
 21 Church Street
 Vernon, NJ 07462
 Tel: 973.764.4055, ext. 2234
 www.vernontwp.com

Vacant/Abandoned Residential Property Registration

In accordance with Ordinance #18-14, this completed registration form, with the requisite fee, must be submitted to our office in person or by U.S. mail within thirty calendar days after the building becomes vacant and abandoned or within thirty calendar days after assuming ownership of the vacant and abandoned property, whichever is later; or within ten calendar days of receipt of notice from the township. Failure to comply can result in a notice of violation and fine not exceeding \$2,000.00 dollars. The owner must then renew the registration fee annually as long as the property remains vacant.

Fee Schedule:

Year One—See Prorated Fee Schedule Year Two—\$1,500.00 Year Three—\$3,000.00 Subsequent Renewal—\$3,000.00

PROPERTY INFORMATION			
Street Address	Block	Lot	Qualifier
Date of Vacancy			
OWNER OF PROPERTY			
Name			
Mailing Address			
Owner of the property is a: <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Individual			
Name of Corporation if Applicable		Address	
Telephone	Cell Telephone	E-Mail	
NEW JERSEY PROPERTY MAINTENANCE REPRESENTATIVE			
Agent or Manager's Name			
Address			
Telephone	Cell Telephone	E-Mail	
CERTIFICATION			
I hereby attest that the information on this registration is accurate to the best of my knowledge.			
Print Name			Date
Signature			

FOR INTERNAL USE ONLY	Year 1 ____ Year 2 ____ Year 3 ____ Subsequent Year ____
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PRORATED FEE SCHEDULE FOR VACANT/ABANDONED PROPERTY ORDINANCE #18-14

When registering in the first year, the below fee schedule applies.

Registering in:

January	\$500.00
February	\$500.00
March	\$400.00
April	\$360.00
May	\$320.00
June	\$280.00
July	\$240.00
August	\$200.00
September	\$160.00
October	\$120.00
November	\$ 80.00
December	\$ 40.00