



TOWN OF SMYRNA

Vacant Building Registration Form

Date: _____ Account # _____

Address of Vacant Property: _____

Owner's Name*: _____

Owner's Phone*: _____

Owner's Email Address*: _____

Owner's Mailing Address (P.O. Boxes are not acceptable)*: _____

If owner resides outside of Delaware please provide the following:

Resident Agent's Name*: _____

Resident Agent's Phone*: _____

Resident Agent's Email Address*: _____

Resident Agent's Mailing Address (P.O. Boxes are not acceptable)*: _____

(Must be an individual who will accept service of process on behalf of the corporation. P.O. Boxes are not acceptable.*)

Name of Principal if owned by a corporation*: _____

If an owner fails to return this registration form for all their vacant buildings, to amend the registration statement, if applicable, or pay the registration fee, the Town of Smyrna may bring a civil action to collect any unpaid registration fees.

Please call the Department of Building & Inspections regarding any questions you may have about the completion and/or submittal of this form at (302) 653-3486.

* If the status of the registration information changes during the course of any calendar year, it is the responsibility of the owner, former owner, responsible party or agent for the same to contact the department of building and inspections within 30 days of the occurrence of such change and advise the department in writing of those changes. (Town of Smyrna Code Chapter 18, §18-1557)