

## REGISTRATION OF VACANT RESIDENTIAL PROPERTY

This registration form must be completed by the Creditor or Creditor's representative:

- (a) Prior to filing a complaint of foreclosure or executing a deed in lieu of foreclosure on vacant residential property located in the City of Alexandria, Kentucky; or
- (b) Within ten (10) business days after obtaining knowledge of the vacancy if the subject residential property becomes vacant after the Creditor filed a complaint of foreclosure or executes a deed in lieu of foreclosure but prior to vesting in the Creditor or a third party.

**PROPERTY INFORMATION:**

\_\_\_\_\_  
 Vacant Property Address

\_\_\_\_\_  
 Property Owner's Name

\_\_\_\_\_  
 Property Owner's Address (if known)

**CREDITOR'S INFORMATION:**

\_\_\_\_\_  
 Creditor's Name/Business Name

\_\_\_\_\_  
 Creditor's Address

\_\_\_\_\_  
 Creditor's Phone Number

**CREDITOR'S REPRESENTATIVE**

**\*\*Note:** Representative must be located within the Commonwealth and must be authorized to accept service on behalf of the Creditor

\_\_\_\_\_  
 Creditor or Creditor's Representative Signature

\_\_\_\_\_  
 Dated

Deed in lieu of Foreclosure  
 Anticipated Date of execution: \_\_\_\_\_

\_\_\_\_\_  
 Representative's Name

\_\_\_\_\_  
 Representative's Address

\_\_\_\_\_  
 Representative's Phone Number

Complaint of Foreclosure  
 Date Filed \_\_\_\_\_

## DE-REGISTRATION OF VACANT RESIDENTIAL PROPERTY

Vacant Property Sold:

New Property Owner & Current Mailing Address:

Date: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*OFFICE USE ONLY:*

\_\_\_\_\_  
*Date of De-Registration*

\_\_\_\_\_  
*City Clerk's Office Representative*