



Phone (302) 335-5891

Town of Magnolia  
PO Box 233  
3 East Walnut Street  
Magnolia, DE 19962  
Magnolia.delaware.gov



Fax (302) 335-5270

## Town of Magnolia Vacant Building Registration

Date Due: \_\_\_\_\_ Date Registered: \_\_\_\_\_

Amount Due: \_\_\_\_\_ Amount Paid: \_\_\_\_\_

Vacant Since: \_\_\_\_\_ Tax Parcel #: \_\_\_\_\_

Property Address: \_\_\_\_\_

Current Property Owner:

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email address: \_\_\_\_\_

Responsible Person/Agent: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email address: \_\_\_\_\_

Insurance on Building: Y / N (please circle)

If Yes, Name of Insurance Company: \_\_\_\_\_

Exempt from Registration Fee: Y / N (please circle)

Explanation of Exemption if granted: \_\_\_\_\_

If building is for sale or lease, Listed Selling Price: \_\_\_\_\_

(Please attach a copy of the active Realtors Listing Sheet)

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Annual fees are as follows:

Buildings vacant more than three (3) months but less than one (1) year: \$ 500.00

Buildings vacant for more than one (1) year but less than two (2) years: \$1,000.00

Buildings vacant for more than two (2) years but less than three (3) years: \$2,000.00

Buildings vacant for more than three (3) years: \$3,000.00

Payment: Check Number (payable to Town of Magnolia) \_\_\_\_\_ Amount \_\_\_\_\_

**NOTE:** This registration process is effective July 1, 2016 per Ordinance 703, Town of Magnolia.