



100 Signal Hill Dr.  
Cool Valley, MO 63121  
314-521-3500

## REGISTRATION FORM FOR VACANT PROPERTY

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

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

Property Type: Single Family \_\_\_\_\_ Multiple Family \_\_\_\_\_ Commercial \_\_\_\_\_

Utilities: **Water** (On/Off) \_\_\_\_\_ **Gas** (On/Off) \_\_\_\_\_ **Electrical** (On/Off) \_\_\_\_\_

Property **Owner's** Name: \_\_\_\_\_

Property **Owner's** Residential Address: \_\_\_\_\_  
(**P.O. Box NOT acceptable**; if the owner is business, enter the business address and principal owner's residential address)

Property **Owner's** City, State, Zip: \_\_\_\_\_

Property **Owner's** Telephone No.: \_\_\_\_\_ ALT. # \_\_\_\_\_

Property **Owner's** Email Address: \_\_\_\_\_

State ID, Driver's License Number or Social Security Number: \_\_\_\_\_

### Property Manager/ Emergency Contact

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_ City, State, Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone #/Alt. # \_\_\_\_\_

State ID, Driver's License # or Social Security Number: \_\_\_\_\_

Please list the agent's authority, i.e., manage the property, order inspections, authorize occupancy, etc. \_\_\_\_\_

#### Property Registration Fee: \$200 Per Property

The City of Cool Valley ordinance section 500.190 Registration and section 500.210 Registration Fee.

Please fill out the information requested above, sign, and deliver. Forms can be mailed or emailed.

Please visit the city website and [www.cityofcoolvalley.org](http://www.cityofcoolvalley.org)

**SIGNATURE OF OWNER** \_\_\_\_\_