City of Sierra Vista
Department of Community Development
Code Enforcement Division

Registration Form for Vacant Properties

Please fill out all information required and deliver this form with check to:

City of Sierra Vista Community Development
1011 N. Coronado Drive
Sierra Vista, AZ 85635

Registered Residence Street Address: _____

Zip Code: _____ Assessor Parcel Number: _____

Date of Notice of Default Filing: _____

Notice of Default Recordation Number: _____

Mortgagee: _____

Contact Name: _____ Contact Phone: _____

Mortgage Mailing Address: _____

Email Address: _____ Fax Number: _____

Local Property Manager: _____

Contact Name: _____ 24 Hour Phone: _____

Local Mailing Address: _____

Email Address: _____ Fax Number: _____

A registration fee of $150 shall accompany this registration form. Additional fees owed to the City for unpaid charges such as assessments, liens, taxes must be listed with this registration form. There is a $50 fee for record changes. Mortgagee is required to notify the City when responsibility for this property terminates and until then, must re-register annually.

Unpaid Assessments: _____ Unpaid Liens _____ Unpaid Taxes _____

_____ _____ _____
Printed Name **Signature** **Date**

Company Name, Address & Phone Number

First Time Registration for this Property ($150) _____
Changes to Existing Registration ($0) _____
Total Additional Fees Owned to the City _____

Total Collected: _____

For Office Use Only

Date Received: _____
Received By: _____
Payment Received: _____