



## Application for a Vacant Residential / Commercial Property License

Complete and submit this application for a **NEW** Vacant Residential Property, Vacant Commercial Property or Vacant Pier License.

### PART A

• License Type

Type of License (select one):

- Vacant Residential Property / Lot       Vacant Commercial Property / Lot       Vacant Pier

• Property Information

Provide the full address of property.

Property address: \_\_\_\_\_

• Owner's information

Provide the contact information for the owner.

Owner's Name: \_\_\_\_\_

Owner's Address: \_\_\_\_\_

Owner's Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

*\*Note: If the legal entity is a "company" then up to two (2) corporate owners must be named.*

Philadelphia Business Tax #: \_\_\_\_\_ Federal Tax ID # / SSN: \_\_\_\_\_

Commercial Activity License #: \_\_\_\_\_ Date Activity Started at Property: \_\_\_\_\_

Provide the license and tax account information.

Name all Pennsylvania corporations, including all limited liability corporations, in which the applicant has any equity interest, regardless of whether the applicant has a direct equity interest or applicant's equity interest is held through one or more tiers of a corporate structure, such as parent-subsiary structure.

*Name of Pennsylvania Corporation	Title	Home Address (include City, State, Zip Code)

### PART B

Supplemental Information

• Confirm the required documentation is provided for the specific license type:

(A) Vacant Commercial Property

(B) Vacant Piers

Verify the following information:

- All City of Philadelphia taxes, charges, and fees are current:  Yes

(A) Vacant Commercial Property:

- A bond to cover the City's potential cost of correcting code violations or resolving unsafe or dangerous conditions in the amount below is provided.  Yes
  - \$50,000 bond for a vacant building less than 50,000 square feet (*excluding the basement*)
  - \$100,000 bond for a vacant building 50,000 – 200,000 square feet (*excluding the basement*)
  - \$500,000 bond for a vacant building more than 200,000 square feet (*excluding the basement*)

(B) Vacant Piers:

- A certification that the structure has a barrier at all points of access from the onshore side of the structure is provided with this application.  Yes
- Proof that the structure is posted on all sides, in a visible and conspicuous manner with "*Danger – No Trespassing*" signs is provided with this application.  Yes



**PART C**  
**Limits and Conditions**

C	<ul style="list-style-type: none"> <li>• Licenses are not transferable. If the ownership of a property changes during a license term, the new owner must obtain a new license within ten (10) business days after such transfer of ownership.</li> <li>• If any of the information in the license application or license renewal application changes during the term of a license, the owner shall provide updated information in writing to the Department within ten (10) business days of such change.</li> <li>• The owner of any lot on which no structure is built, and no productive activity has been conducted with the owner's permission for at least the past three (3) months shall obtain a Vacant Lot License.</li> <li>• The owner of any structure that lacks the habitual presence of human beings who have a legal right to be on the premises, or at which substantially all lawful business or construction operations or residential occupancy has ceased within the past three (3) months, shall obtain a Vacant Structure License.</li> </ul>
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**Declaration and Signature**

*I hereby certify that the statements contained herein are true and correct to the best of my knowledge and belief. I understand that if I knowingly make any false statement herein, I am subject to the possible revocation of any licenses as a result of my false application, and such other penalties as may be prescribed by law or ordinance.*

**Owner's Signature:** \_\_\_\_\_

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