Vacant Building Registration & Renewal Form
City of Barre
6 N. Main Street
Barre, VT 05641
Phone: (802) 476-0245

This form is used to track vacant properties and inform the Barre City Public Safety Dept. of structures which are not occupied.

Property Information: **(* required)**

*Physcial Address of Property:	
*Property Owner Name:	*Phone Number:
*Owners Mailing Address:	
*Emergency Contact Name: (If different from owner)	
*Emergency Contact Phone (if different from the Owner):	
*Property Maintenance Company:	*Phone Number:
(Mailing address, City, State & Zip)	

Describe measures to secure the property:

***The owner of a vacant building or structure shall immediately lock, barricade or secure all doors, windows and other openings in the building or structure to prohibit entry by unauthorized persons, in accordance with the vacant building maintenance standards of this oridinace. The owner of a vacant building or structure shall provide the police department with a list of persons authorized to be present in the building and shall provide notice authorizing the arrest for trespass of individuals not on the list. The owner shall update the authorized person list as needed.**

*** The owner or Responsible Agent shall purchase and install an emergency access key-box approved by the Fire Department.**

*** The property owner shall provide documented proof of liability insurance.**

Signatures: **The below signed hereby attests that the information provided is accurate to the best of their knowledge**

Indicate if:

☐ Property Owner

☐ Agent for Owner

Signature: _____

Date: _____ Print Name: _____

Staff Use Only Below:

Is documented proof of liablilty insurance attached: ☐ Yes ☐ No

The above property meets the requirements of the Barre City Vacant Building Ordiance and the approriate fees are attached

Administrator: _____ Date:_____

☐ Fee period July 1 - December 31 ☐ Fee period January 1 - June 30