



NOTIFICATION OF FORECLOSURE FILING

132 North Elmwood Avenue
 Medina, OH 44256
 Phone: 330-722-9030
www.meditaoh.org
permits@meditaoh.org

Registration Number _____

INSTRUCTIONS

Chapter 1380 of the Medina Codified Ordinances "Notification of Foreclosure Filing" requires a party who files a foreclosure action for any residential or commercial property located within the City of Medina to provide the City Building Department with a signed "Notification of the Foreclosure Filing."

The party is required to file a signed "Notification of Foreclosure Filing" along with a complete copy of the foreclosure complaint within thirty (30) days after the filing of the complaint with the Court. **The fee for a "Notification of Foreclosure Filing" is \$75.**

Whoever fails to file a complete copy of the "Notification of Foreclosure Filing," provide a complete copy of the foreclosure complaint, or fails to identify the person responsible for such property is guilty of a misdemeanor of the fourth degree.

PROJECT INFORMATION

Property Description
 Address of Property: _____, Medina, OH 44256
 Lot #: _____ Parcel Number: _____

Property Owner
 Name _____
 Current Mailing Address _____
 Phone: _____ Email: _____

Individual Responsible For Maintenance **
 Name: _____ Company: _____
 Address _____
 Phone: _____ Email: _____

If the property subsequently becomes vacant or if the individual responsible for maintenance changes, the person who filed the foreclosure complaint shall notify the City of the name, address, telephone number and contact information for the person who is responsible for maintaining the property. **The City of Medina does not require de-registration of properties.

Vacant Building Plan (Required)
 I Hereby submit a plan of: Demolition Secure Vacancy Rehabilitation

Attach Complete Copy of Foreclosure Complaint

COURT INFO

Court Case No: _____ Foreclosure File Date: _____ Is structure occupied: Yes No

Party/Company Filing Complaint: _____

Complaint Mailing Address: _____

Complain Phone Number: _____ Complaint Email: _____

SIGNATURE

I certify that the information given herein is true and complete to the best of my knowledge.
 I understand that any false or misleading information may subject me to prosecution under Ohio Revised Code Section 2921.13.

***Signature:** _____ **Date:** _____

Print Name: _____

***Company:** _____

Address _____ City _____ State _____ Zip _____

Phone: _____ Email: _____