



## NOTIFICATION OF FORECLOSURE FILING

Chapter 1361 of the Berea Codified Ordinances "Notification of Foreclosure Filing" requires a party who files a foreclosure action for any residential property located within the City of Berea to provide the City Building Department with notice of the foreclosure.

The party is required to file a complete copy of the foreclosure complaint within ten (10) days after the filing of the complaint along with a fee of \$75. Fees increase to \$150 if the notice of foreclosure is filed more than 10 days after the foreclosure complaint if filed in the Court.

Whoever fails to file 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.

Address of subject property: \_\_\_\_\_

Is residence currently vacant?                      YES                      NO

Person to be responsible for maintaining the property:

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

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

Telephone: \_\_\_\_\_

\*\*If the property subsequently becomes vacant, the person who filed the foreclosure complaint shall notify the City of the name, address, telephone number and contact information for the person who will be responsible for maintaining the property.

### **ATTACH COMPLETE COPY OF FORECLOSURE COMPLAINT**

**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**

#### **FOR BUILDING DEPARTMENT ONLY:**

Date Notice Received by Building Department: \_\_\_\_\_

Date Complaint Filed in Court: \_\_\_\_\_

Fee:                      \$75.00                      \$150.00