



CITY OF MEMPHIS PERMITS OFFICE  
MAYOR JIM STICKLAND  
2714 UNION AVENUE EXTENDED, SUITE 100  
MEMPHIS, TN 38112

**VACANT PROPERTY REGISTRATION (VPR) FORM**  
(Please Mail Payment and completed VPR form to the address listed above)

DATE \_\_\_\_\_ REGISTRATION NUMBER \_\_\_\_\_

**PROPERTY INFORMATION** (Registration Fee: \$200 per parcel) voluntary/involuntary

Address of Property \_\_\_\_\_

Parcel's Identification Number \_\_\_\_\_

Property Type:       Single Family       Condominium       Multifamily

**PROPERTY OWNER INFORMATION**

Name of Owner \_\_\_\_\_

Direct Mailing Address \_\_\_\_\_

Additional Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Facsimile Number \_\_\_\_\_ Email Address \_\_\_\_\_

Folio/Tax Number \_\_\_\_\_

**PROPERTY MORTGAGE INFORMATION**

Name of Mortgage (Financial Institution) Company \_\_\_\_\_

Mailing Address \_\_\_\_\_

Additional Address \_\_\_\_\_

Direct Contact Name/Telephone Number \_\_\_\_\_

Facsimile Number \_\_\_\_\_ Email Address \_\_\_\_\_

Folio/Tax Number \_\_\_\_\_

**PROPERTY MORTGAGE SERVICER INFORMATION**

Name of Mortgage Servicer Company \_\_\_\_\_

Mailing Address \_\_\_\_\_

Additional Address \_\_\_\_\_

Direct Contact Name/Telephone Number \_\_\_\_\_

Facsimile Number \_\_\_\_\_ Email Address \_\_\_\_\_

Folio/Tax Number \_\_\_\_\_

**PROPERTY SECURITY/MAINTENANCE INFORMATION**

Name of Maintenance Company \_\_\_\_\_

Address of Company \_\_\_\_\_

Direct Contact Name/Telephone Number \_\_\_\_\_

Facsimile Number \_\_\_\_\_ Email Address \_\_\_\_\_

Signature \_\_\_\_\_ Print Name \_\_\_\_\_

(Owner/Mortgage Company)