



City of Desert Hot Springs  
Community Development Department

Registration Form for Abandoned Residential Property

Please fill out the information requested below and deliver this form to the Public Services Building reception desk or mail to the Community Development Department, City of Desert Hot Springs, 65950 Pierson Boulevard, Desert Hot Springs, CA, 92240.

Registered Residence Address: \_\_\_\_\_

Desert Hot Springs, zip code: \_\_\_\_\_

Assessor Parcel Number: \_\_\_\_\_

Notice of Default Recordation # \_\_\_\_\_ (Please attach copy to this form)

Lender/Lien Holder: \_\_\_\_\_

Contact: \_\_\_\_\_ Contact Phone: (\_\_\_\_) \_\_\_\_\_

Lender/Lien Holder Mailing Address:  
\_\_\_\_\_  
\_\_\_\_\_

Property Manager: \_\_\_\_\_ Business License # \_\_\_\_\_

Contact: \_\_\_\_\_ 24 Hour Phone #: (\_\_\_\_) \_\_\_\_\_

Property Management Company Local Mailing Address:  
\_\_\_\_\_  
\_\_\_\_\_

Standard Annual Fee: \$ 60.00 Please check one:  New registration  Renewal registration

An annual registration fee shall accompany this registration form. The fee and registration shall be valid for the calendar year, or remaining portion of the calendar year, in which the registration was initially required. Subsequent registrations and fees are due January 1<sup>st</sup> of each year and must be received no later than January 31<sup>st</sup> of the year due. Registration fees will not be prorated. [DHSMC 100.40].

Initiated By:

## **Back of Registration Form for Abandoned Residential Property**

City of Desert Hot Springs Municipal Code, Chapter 100.00, ABANDONED RESIDENTIAL PROPERTY REGISTRATION Section 100.10:

It is the purpose and intent of the Desert Hot Springs City Council, through the adoption of this Chapter, to establish an abandoned residential property registration program as a mechanism to protect residential neighborhoods from becoming blighted through the lack of adequate maintenance and security fo abandoned properties.

### **Owner Responsibility under Desert Hot Springs Municipal Code Chapter 100.00:**

- If the property is vacant or abandoned, the beneficiary/trustee shall register the property with the City of Desert Hot Springs using this form within ten days of transfer, vacancy or subsequent vacancy. [DHSMC 100.03(A)(1)]
- Any change of contact information shall be reported to the City of Desert Hot Springs within ten days of said change. [100.03(B)]
- Property shall be maintained on a weekly basis. [DHSMC 100.04]
- Property shall be secured in a manner that would prevent unauthorized persons from entering and/or remaining on the property. [DHSMC 100.05]
- Property shall be posted with signage stating the current property manager's name and contact number and shall also contain the words "THIS PROPERTY MANAGED BY" and "TO REPORT PROBLEMS OR CONCERNS CALL". The posted signage shall be a minimum of 18 x 24 inches and of a font legible from 45 ft. away. Posting shall be placed in the front facing window or on a stake visible from street and constructed of weather resistant material. [DHSMC 100.06]

A copy of this or any municipal code of the City of Desert Hot Springs may be downloaded at:

[http://www.cityofdhs.org/Code\\_Compliance\\_and\\_Community\\_Preservation](http://www.cityofdhs.org/Code_Compliance_and_Community_Preservation)

<http://www.qcode.us/codes/deserthotsprings/>