



The Village of North Palm Beach

Community Development Department

Phone: (561) 841-3365 • Email: npbcommdev@village-npb.org

701 U.S. Highway 1, Suite 100 • North Palm Beach • FL 33408

www.village-npb.org

REQUEST FOR REDUCTION OF FINE/LIEN

CURRENT OWNER/REPRESENTATIVE INFORMATION

Current Property Owner Name: _____

Mailing Address: _____

Telephone: _____ Email: _____

Authorized Representative Name (if applicable): _____

Mailing Address: _____

Telephone: _____ Email: _____

LIEN INFORMATION

Violator Name (s): _____

Violation Street Address: _____

Case No. _____ Proposed amount of lien: \$ _____

Case No. _____ Proposed amount of lien: \$ _____

Case No. _____ Proposed amount of lien: \$ _____

BASIS FOR LIEN REDUCTION

Provide a separate sheet.

REQUIRED ATTACHMENTS

- A non-refundable processing fee of \$100 paid
- A copy of the deed or any other legal document indicating the current property owner
- A written Authorization to Represent
- Copy of the recorded code enforcement order
- Copy of the code enforcement closed case
- Other support documents such as justification for lien reduction

NOTE: Administrative costs, any cost to abate or correct, and all costs incurred for preparing, recording and releasing the lien (all of which cannot be waived and/or reduced), will be added to any reduced fine/lien.

Is this property subject of a foreclosure? Yes No
(If yes, please provide the Lis Pendens, final Judgement, or CET)

Is the pending sale a short sale? Yes No
(If yes, please provide the approval from the bank of record)

Is there a pending sales contract? Yes No
(If yes, please provide a copy of executed sales contract)

Anticipated Closing Date: _____

The closing date must be after the Special Magistrate hearing.

I, _____, do here by submit this Petition for a Request of Reduction of Fine/Lien, and in support offer the following statement and documentation to support this request.

You may attach additional pages/documents you believe are necessary. Please sign in the appropriate place and must be notarized prior to submittal.

IF INDIVIDUAL:

By: _____

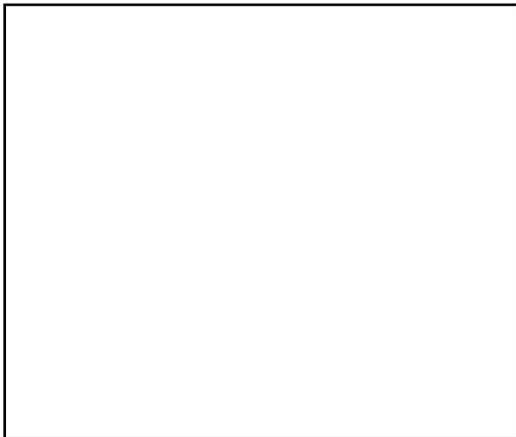
Print Name: _____

State of _____

County of _____

The foregoing instrument was acknowledged before me, the undersigned notary public, this _____ day of _____, 20____, by _____
(Name of the person acknowledging)

NOTARY PUBLIC SEAL OF OFFICE



Printed, typed or stamped name of
the Notary Public Exactly as
Commissioned

- Personally knows to me; or
- Produced identification:

You may attach additional pages/documents you believe are necessary. Please sign in the appropriate place and must be notarized prior to submittal.

IF CORPORATION:

By: _____

Print Name: _____

State of _____

County of _____

The foregoing instrument was acknowledged before me, the undersigned notary public, this _____ day of _____, 20____, by _____
Title
of _____, a _____ Corporation,
Name of Corporation State of Corporation
on behalf of the corporation.

NOTARY PUBLIC SEAL OF OFFICE



Printed, typed or stamped name of
the Notary Public Exactly as
Commissioned

- Personally knows to me; or
- Produced identification:
