



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

DATE: _____

LIEN REDUCTION REQUEST QUESTIONNAIRE

INSTRUCTIONS: Please complete this form in its entirety. If a question does not apply to this request indicate so with "N/A". You must sign and date the form. If you have any questions please contact (561) 841-3365 Line 3.

1. What is the address of the property where the lien exists? _____
2. Who is the current property owner? _____
3. Who is requesting the lien reduction (*title, name, company name*)? _____
4. What is your relationship to the property owner? _____
5. Is/Has this property been the focus of any foreclosure proceedings? Yes No. If yes, what was/is the date of foreclosure?

6. What banks are involved in these foreclosure proceedings or any other proceedings involving this property and/or lien reduction request? _____
7. Is this property currently listed "For Sale"? Yes No. If yes, who is the listing real estate agent and real estate company?

8. If you answered "yes" to #7, what is the listing price? _____
9. If you answered "yes" to #7, is there currently a pending sale contract? Yes No. If yes, what is the closing date?

10. Have all outstanding debts to include but not limited to utility liens, property maintenance fees, Special Magistrate administrative fees and any applicable taxes been satisfied? Yes No. If no, what remains to be satisfied?

11. What is the brief background regarding the circumstances of the code violation and the reason for this lien reduction request?

12. Has the violation(s) been complied? Yes No.
13. Are there any other outstanding violations at the property? Yes No. If yes, what violation(s) currently exists at the property?

14. Is this property currently registered pursuant to the Village's vacant/abandoned property registration program (Ordinance Section 13-91(g))? Yes No. If no, please inquire with our Code Compliance Division to assist you with identifying whether or not this property is required to be registered.
15. Address, or brief legal description, or both, of all real property owned by the applicant located in the Village of North Palm Beach?

16. If the lien reduction request is based upon financial inability, a financial affidavit must be filed with supplemental information that shall include bank account statements for at least six (6) months, and federal income tax returns and supporting documents for the last three (3) years. (*Affidavit is attached to this packet*)

Signature/Date

Print Name

RETURN VIA:

Email: npbcommdev@village-npb.org

Phone: (561) 841-3365 Line 3

Mail: The Village of North Palm Beach

Code Compliance Division

701 US Highway 1, Suite 100

North Palm Beach, FL 33408