

_____, 20__

Via Certified Mail-Return Receipt Requested

[Enter Address of Bank]

Re: Notice of Vacant & Foreclosed Real Property Registry Ordinance

Dear Sir/Madam:

On November 15, 2012, the City of Fairburn, Georgia ("City") adopted an ordinance to establish a City registry for vacant and foreclosed residential and commercial properties (Ordinance"), pursuant to O.C.G.A. § 44-14-14. The Ordinance provides that all vacant and foreclosed real property, as defined in the Ordinance, shall be registered with the City. If you currently own any vacant or foreclosed real property, you must register the property with the City within 60 days from the date of this notice. A complete copy of the Ordinance, registration requirements, registration instructions, and a registration form can be found on the City's website at www.fairburn.com.

- Website (Business/License & Permits/Forms Documents / Code Enforcement)
- Website (Forms & Documents)
- Municode Sec. 62-473 – 62-477. : <https://tinyurl.com/32sp8jek>

As authorized by the enabling state statute, the City has adopted a registration fee for each vacant and foreclosed property in the amount of \$100.00. This is a one-time fee for the applicable properties. Please note that the Ordinance applies only to the applicable properties located within the City's jurisdictional limits, which is otherwise identified as Fulton County Tax District 25. Not all properties located within the City's mailing zip code (30213) are subject to the City's registration requirement.

Please make all checks payable to the City of Fairburn. The registration fee and completed registration form shall be mailed to:

City of Fairburn
Attn: Finance Department / Vacant & Foreclosure Registry
56 Malone Street SW
Fairburn, Georgia 30213

If you have any further inquiries, you may contact me at 770-964-2244 ext. 107 or by email at kmcghee@fairburn.com.

Sincerely,

Sgt. Keith McGhee
Fairburn Police Department, Code Enforcement Division