



# CITY of HOLLYWOOD, FLORIDA

## Code Compliance Division

2600 Hollywood Blvd. • P.O. Box 229045 • Hollywood, Florida 33022-9045  
Phone (954) 921-3061 • Fax (954) 921-3924 • [www.hollywoodfl.org](http://www.hollywoodfl.org)

Re: Registration of Abandoned Real Property

To Whom It May Concern:

The City of Hollywood is informing all mortgagees who hold a mortgage on real property located in Hollywood, Florida that they are required to register each abandoned property with the City of Hollywood. On January 20, 2010, the Hollywood City Commission approved Ordinance No. PO-2009-42, establishing Chapter 90.08, which governs abandoned real and personal property.

Abandoned real property includes any property that is vacant and is under a current Notice of Default and/or Notice of Mortgagee's Sale by the lender or a pending Tax Assessor's Lien Sale and properties that have been the subject of a foreclosure sale where the title was retained by the beneficiary of a mortgage involved in the foreclosure and any properties transferred under a deed of foreclosure or sale. Chapter 90.08 of the Code of Ordinances establishes the responsibilities for mortgagees concerning registration, maintenance and security of abandoned real properties. You may view the Code of Ordinances on-line at [www.hollywoodfl.org](http://www.hollywoodfl.org).

Promptly return the enclosed Registration Form (notarized), Trespass Affidavit (notarized), with original signatures, and check in the amount of \$150.00, to Collection and Liens/VPR, Treasury Services Division, City of Hollywood, P.O. Box 229045, Hollywood, Florida 33022-9045. The form is also available on the City's website and it can be duplicated, as necessary. A separate registration form is required for each property. The annual registration fee is \$150.00 for each property. Checks should be made payable to the City of Hollywood.

Additionally, the mortgagee shall place signage with the words "NO TRESPASSING" displayed in bold letters no less than two (2) inches high and one (1) inch wide at each abandoned property such that the signage is placed so that the bottom of the painted notice is not less than three (3) feet from the ground or more than five (5) feet from the ground. Said sign shall be conspicuous and visible to any person approaching the property.

The City of Hollywood would like to work as partners with mortgagees to minimize any negative impacts of abandoned properties on our neighborhoods. Code Compliance staff will inspect abandoned properties on a periodic basis to promote compliance with applicable regulations. Your cooperation can provide tremendous help to neighborhoods during these difficult economic times.

Contact Matt Digati at 954-921-5701 or by email at [MDIGATI@hollywoodfl.org](mailto:MDIGATI@hollywoodfl.org), if you need further assistance in this matter.

Sincerely,  
John Chidsey  
Code Compliance