



Code Enforcement Division
2800 Horseshoe Drive N, Naples, FL 34104
Phone: (239) 252-2440

APPLICATION FOR LIEN REDUCTION PURSUANT TO RESOLUTION 23-90

1. Applicants must fill out and sign the form below and provide all required supporting documents.
2. Applicants should provide the completed application to the Code Enforcement Division at the address listed above.
3. Payment of \$150 is due at the time of the application
4. All administrative fees and hard costs must be paid at the time of submission of this application
5. The applicant must have no other active code violations on any other property in Collier County.
6. All ad valorem property taxes, special assessments, Collier County utility charges or other Collier County fees or liens against the subject real property and all other properties owned by the applicant must be current.
7. There must be no expired permits on property owned by the applicant or managing member of the applicant.
8. The County may request further documentation

Date: _____ **Code Case Numbers:** _____

Name of Applicant: _____ **Original Violator (if different):** _____

Email Address: _____ **Phone Number:** _____

Address of Applicant: _____

Property Owner(s) Name (if different from applicant): _____

Applicant's relationship / affiliation with the violator named in lien(s): _____

Managing Member's Name (if applicable): _____

Address(es) of Liened Property: _____

Folio Numbers: _____

Description of underlying violation(s): _____

Number of other properties located within unincorporated Collier County owned by Owner / Applicant / Managing Member: _____ *If any, attach list of property addresses.*

Are there any active (Code) violations on these properties? Yes ___ No ___

Is the property current listed for sale? Yes ___ No ___

Does this property have a contract for sale pending: Yes ___ No ___ *If yes, attach the contract and all relevant documents. Anticipated closing date:* _____

What is the current use of the property: _____

Are there any expired permits on the property or any other property owned by the applicant: Yes ___ No ___ *If yes, please provide an explanation.*

Was this property sold or transferred after the lien was recorded: Yes ___ No ___ *If yes, please attach all closing documents including the purchase agreement. If yes, was the property obtained via:* ___ Tax Deed ___ Foreclosure Sale ___ Other (i.e. traditional purchase, received via inheritance).

If yes, was a title insurance policy issued at the time of sale? Yes ___ No ___ *If yes, please attach title insurance policy. If no title insurance was procured, please provide an explanation as to why no title insurance is available for the property:*

Number of liens submitted as part of this application: _____

State the amount you are requesting to pay for each lien: _____

The reasons, if any, compliance was not obtained prior to the order of imposition:

Provide the factual basis as to why a reduction of the lien should be granted. Please describe the extent to which payment of the full lien would impose a severe financial hardship, the measurable expenses incurred to bring the property into compliance, and the diligence of the pursuit to bring the property into compliance. All supporting documents to show the measurable expenses shall be attached. (Attach additional pages / documents if necessary)

Select all documents that are being submitted in support of the application.

Title insurance

Closing documents

Contract for pending sale

Proof of expenses to bring property into compliance

Other, *please identify*: _____

I swear or affirm that all information is true to the best of my knowledge as of the date of this signature

Signature of Applicant

STATE OF FLORIDA
COUNTY OF COLLIER

The foregoing instrument was acknowledged before me by means of ___ physical presence or ___ online notarization, this ___ day of _____, 20___, by _____.

(Signature of Notary Public-State of Florida)

(Print, Type, or Stamp Commissioners
Name of Notary Public)

___ Personally Known OR ___ Produced Identification

Type of Identification Produced:

FOR INTERNAL USE ONLY:

Code Enforcement Case Number(s): _____

Original Violation Date: _____

Order Imposing Lien (Book/ Page): _____

Date Compliance Met: _____

Currently in compliance with existing codes at all properties owned by the applicant:

Yes _____ No _____

Current Amount of Lien: _____

Payment of all hard costs and administrative fees: Yes _____ No _____

Current Assessed Value of Property: _____

Property use consistent with permitted use: Yes _____ No _____

Any expired permits: Yes _____ No _____

Current with all property taxes, special assessments, utility charges, etc.: Yes _____ No _____

Has applicant been found to have repeat violations at any property in the past 5 years:

Yes _____ No _____

History of other violations: _____

Recommended reduction amount: _____