

APPLICATION TO ACQUIRE PROPERTY OWNED BY CITY OF KINGSPORT

Submit this application to:

Office of the City Recorder
City of Kingsport
225 West Center Street Kingsport, TN 37660

NOTICE: The person(s) acquiring the property will be required to pay for all costs incurred by the City associated with the transfer of the property. If the appraised value of the property is \$5,000 or more, the City will first offer the property for sale to the adjacent property owners. (Reference: City of Kingsport Code of Ordinances Sections 2-461 and 2-462.)

Part 1. **Applicant's Name:** _____

Address: _____ **Zip Code** _____

Telephone Number: _____

Information about the property being applied for:

Street Address: _____

City, State & Zip: _____

Parcel Number: _____ **Location ID Number:** _____

Applicant's Signature _____ **Date** _____

For City Recorder's Office to Complete: **City Deed No.:** _____

Date received: _____ **Forwarded to:** _____ **Date:** _____

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Part 2. (Complete after being notified that the property has been declared as 'surplus property.'
Possible restrictions may apply and an appraisal may be required.)

I [DO ___] [DO NOT ___] want to proceed with the property acquisition.

I [WILL ___] [WILL NOT ___] provide \$_____ for appraisal services AND a copy of this application to the City of Kingsport Accounts Receivable Office.

I understand that if for any reason I choose not to acquire the property after the appraisal services are obtained, or if the Kingsport Board of Mayor and Aldermen (BMA) disapproves conveyance of the property, I will not be entitled to a refund. I also understand that if for any reason the BMA approves conveyance of the property to any party other than myself I will receive a refund for this appraisal fee after the property is fully conveyed.

Applicant's Signature _____ **Date** _____

For City Accounts Receivable Office to Complete: **Amount Received: \$** _____

Receipt No. _____ **Received By:** _____
Printed Name Signature