

# VILLAGE OF DOLGEVILLE

INCORPORATED 1891

**BRUCE T. LYON, *MAYOR***

TAMMY L CHMIELEWSKI  
*Village Clerk*  
MICHELE WEAKLEY  
*Village Treasurer*  
NORMAN MASTROMORO  
*Attorney*

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Dolgeville, NY 13329  
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*Board of Trustees*  
GARY C. LUTHER  
*Deputy Mayor*  
LARRY J. BRANDOW  
DONNA L. LOUCKS  
MARY E. PUZNOWSKI

## **REGISTRATION AND POSTING OF OWNER AND MANAGER INFORMATION AND DESIGNATION OF AGENT**

### **Address of non-owner-occupied property:**

\_\_\_\_\_ **Dolgeville, NY 13329**

**SBL #** \_\_\_\_\_

**Owner's Name** \_\_\_\_\_

**Owner's Telephone Numbers:**

**Owner's Street Address** \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_ **(home)**

\_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_ **(work)**

\_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_ **(cell)**

**Owner's P.O. Address (if different)**

\_\_\_\_\_

NOTE: An owner of improved real property located within the Village of Dolgeville which, in whole or in part, is non-owner occupied even where the owner lives in Herkimer/Fulton County or otherwise within thirty-five (35) miles of the Village of Dolgeville must designate a person who resides within Herkimer/Fulton County or within thirty-five (35) miles of the Village of Dolgeville to act as an agent upon whom process may be served in any action which may be commenced or instituted against such owner. Where an owner resides within Herkimer/Fulton County or within thirty-five (35) miles of the Village of Dolgeville such owner must still complete this form, but may be named as the designated agent.

**Designated Agent:**

Name \_\_\_\_\_

**Agent's Telephone Numbers:**

Agent's Street Address \_\_\_\_\_

(\_\_\_\_) \_\_\_\_\_ (home)

\_\_\_\_\_

(\_\_\_\_) \_\_\_\_\_ (work)

(\_\_\_\_) \_\_\_\_\_ (cell)

**Agent's P.O. Address (if different)**

\_\_\_\_\_

The undersigned certifies that he, she or it is the owner of the above non-owner-occupied premises located within the Village of Dolgeville and that the information set forth herein is complete and accurate. The undersigned designates the Village of Dolgeville Clerk as the agent upon whom process against the owner may be served and designates the owner's address above as the address to which the Village Clerk may mail a copy of any process served upon the Clerk. The undersigned acknowledges the obligation to keep the information set for the herein current and to file a revised notice of any change with the Village Clerk within thirty (30) days. The undersigned further acknowledges the posting requirements as set forth in Local Law # 2 of 2012.

\_\_\_\_\_

**OWNER**

\_\_\_\_\_

**JOINT OWNER**

The undersigned acknowledges that he or she has been named as a Designated Agent for the property described above any consents to serving in such capacity.

\_\_\_\_\_

**DESIGNATED AGENT**

**If the Owner is a corporation or LLC:**

**Name of Corporation or LLC:**

\_\_\_\_\_

**By** \_\_\_\_\_

**Printed Name** \_\_\_\_\_

**Signer's Title** \_\_\_\_\_

\_\_\_\_\_

**All owners must sign in the presence of a Notary Public who will complete the following acknowledgment**

STATE OF NEW YORK     )  
County of                     ) ss:

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year 20 \_\_\_\_\_  
before me, the undersigned, personally appeared \_\_\_\_\_,  
Personally known to me or proved to me on the basis of satisfactory evidence  
to be the individual whose name is subscribed to the within instrument and  
acknowledged to me that he or she executed the same in his or her capacity,  
and that by his or her signature on the instrument, the individual, or the  
person upon behalf of which the individual acted, executed the instrument.

\_\_\_\_\_  
Notary Public for the State of New York

Commission Expires \_\_\_\_\_

Any person, firm or corporation who violates, disobeys, neglects or refuses to comply with any of the terms of Local Law No. 2 of 2012 shall be guilty of a violation and be subject to a fine of not less than one hundred dollars and not more than five hundred dollars (\$ 500.00). Each week a violation continues shall be deemed a separate offense.