**Department of Housing & Community Development**

**Permits and Code Enforcement**

**417 E. Fayette Street Room 128 Baltimore, Md 21202**

**8:30 a.m. to 4:30 p.m. M-F (O) 410 396-4180 (f) 410 396-3626**

**Misc. Clean/Board Request Form**

**Owner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mailing Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Property Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**The original Misc. Clean/Board bill must be attached to this request for processing. Invoices can be obtained from BRC 200 N. Holliday St. Counter #2 8:30a.m. to 4:30p.m. Monday-Friday 410 396-3989.**

**Reason for Lien Dispute:**

* **Wrong Property Cleaned/Boarded**
* **No Violation Notice Issued Prior to DPW Completed Work.**
* **Violation Abated by Customer Prior to DPW Arrival.**
* **Did Not Own Property When Work Was Completed.**
* **Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Processing time for reviews may take up to 5-7 business days not including Holidays or Weekends.**

**This form must be completed in its entirety prior to submission.**

**Only Check One for Response**

* **Regular Mail**
* **Email: Please Provide an Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Fax: Please Provide a Fax Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**