

**COMMUNITY IMPROVEMENT CORPORATION (CIC)**

Request to Purchase Application – Individuals

- This application begins the process for persons who would like to purchase CIC-owned property.
- You must fully and accurately complete both pages of this application.
- Applicants must not have unresolved taxes, outstanding water bills, permit violations, or any other City violations.
- When completed, submit this application to the East Liverpool City Planning Department, 126 West Sixth Street, East Liverpool, Ohio 43920.
- This is only an application and does not bind the CIC to a transaction.
- Please allow for up to 6 weeks for final determination.
- Write legibly, if we can't read your writing, we can't process your application.
- If you need special assistance to complete this application, please call the Planning Department at 330-385-5394.
- If your request is approved, you will be responsible for any and all costs, including but not limited to recording fees, deed preparation fees and surveying fees if necessary.

**For requests individually or jointly with your spouse, complete the following:**

Applicant Name (*First, Last*): \_\_\_\_\_ SSN (*Last Four Digits*) \_\_\_\_\_

Spouse's Name (*First, Last*): \_\_\_\_\_ Spouse's SSN (*Last Four Digits*) \_\_\_\_\_

Home address (*No P.O. Box*) \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Do you rent?  Or own?  Contact Phone Number \_\_\_\_\_

Do you, or a business that you may have, owe any delinquent property taxes?  YES  NO

Do you, or a business that you may have, owe any outstanding City of East Liverpool water bills?  YES  NO

What other property do you own in the City of East Liverpool? If you need, attach a separate sheet.

Property Address	Parcel Number
1. _____	_____
2. _____	_____
3. _____	_____

