



# CITY OF NEWBURGH

## DEPARTMENT OF PLANNING & DEVELOPMENT

83 BROADWAY , 3<sup>RD</sup> FLOOR  
NEWBURGH, NY 12550

PHONE: 845-569-9400 \* FAX:845-569-9700

[HTTP://WWW.CITYOFNEWBURGH-NY.GOV/DEVEL](http://www.cityofnewburgh-ny.gov/DEVEL)

### 2009 – 2010 Property Sales Offer

#### Personal Information:

Name : \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State & Zip: \_\_\_\_\_  
Home phone: \_\_\_\_\_  
Business Phone: \_\_\_\_\_  
Mobile Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Company: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City, State & Zip: \_\_\_\_\_  
Business Phone: \_\_\_\_\_  
Mobile Phone: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Property Address: \_\_\_\_\_  
SBL#: \_\_\_\_\_

#### Type of Project:

\_\_\_\_ Single Family                      Yes \_\_\_\_                      No \_\_\_\_  
\_\_\_\_ Multi-Family                      Yes \_\_\_\_                      No \_\_\_\_                      # Units: \_\_\_\_  
\_\_\_\_ Commercial

**Offer Purchase Price:** \_\_\_\_\_

**Renovation Estimate** - How much do you anticipate investing in this project for renovations? (*Do not include as a part of the offer purchase price*): \_\_\_\_\_

Who will be doing the work?    \_\_\_\_ Self                      \_\_\_\_ Other (complete below)  
Contractor: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

Do you (or your contractor) have a history of tax delinquency or code violations?    No \_\_\_\_  
Yes \_\_\_\_ (attach explanation)

**Finances:**

I am providing:           \_\_\_Letter from Lender/Investor  
                                  \_\_\_Personal or Business Bank Statement

**What You should Attach:**

- Renovation plan – itemize costs
- Financial verification
- Explanation of any tax delinquency/code violations (if applicable)
- \$1500 check made out to the City of Newburgh (check will be placed in escrow until a decision is rendered)

**INFORMATION RELEASE:**

It is our intent and understanding that all personal financial information submitted in relationship to this application to the Department of Planning and Development is confidential. The information is intended to be used only by the Department of Planning and Development, City of Newburgh. I hereby authorize the Department of Planning and Development, City of Newburgh to obtain credit reports and verify information supplied as part of this application. All information provided is true and accurate to the best of my knowledge.

\_\_\_\_\_ Date  
Signature

\_\_\_\_\_  
Print Name

Note: **If your bid is accepted**, you will be expected to bring **to the closing** a certified check made payable to the City of Newburgh Comptroller for the price of the property, 2007-2008 and 2008-2009 School Taxes. In addition the recording fees will be required by bank check made payable to the Orange County Clerk.