



## REQUEST FOR MITIGATION OF CODE ENFORCEMENT LIEN

**Please read the instructions below carefully:**

1. A fee of \$250.00 is required to be paid in order for the lien mitigation request to be accommodated for review.
2. Property must be in compliance before the lien mitigation request can be submitted.
3. Complete the form below, a separate form for each violation. Attach documents and /or pictures such as invoices for repairs; pictures of repairs; evidence of special circumstances; or other information that will support your request for lien mitigation.
4. Submit the completed form with attachments to:

**City of North Miami, Attn: Collections and Liens Division, 776 NE 125 Street, North Miami FL 33161.**

The request will be reviewed by the Finance Department which will make a recommendation to the City Manager. The City Manager has the sole discretion to approve and set the mitigation amount or deny the request. In cases where the request is denied or where the applicant failed to pay the approved amount in the time specified, the lien will remain in the original amount and continue to accrue interest.

---

Was the property obtained by way of foreclosure? Yes No

If yes, please attach copy of the Liens Pendens, Final judgement and Certificate of Title.

**Property Information:**

Property Address of Violation\_\_\_\_\_

Property Folio #\_\_\_\_\_

Code Lien Case Number\_\_\_\_\_

Name of Property Owner\_\_\_\_\_

**Requesting Party Information:**

Name of Requestor\_\_\_\_\_

Relationship to Property\_\_\_\_\_

(owner / realtor / attorney / registered agent / etc.)

Mailing Address\_\_\_\_\_

Phone\_\_\_\_\_ Email\_\_\_\_\_

**Code Lien Mitigation Request:**

Code Lien Amount \$\_\_\_\_\_

I am hereby requesting that the code lien amount be reduced to \$\_\_\_\_\_

for the reason(s) stated below:

Selling Property      Refinancing Property      Other\_\_\_\_\_

**In the space provided explain justification for mitigation request. Attach additional pages as needed.**

---

---

I \_\_\_\_\_, have read the above instructions and acknowledge that this request is specific to the Code Lien Case Number(s) in question and DOES NOT include any other balances that may be due and payable to the City of North Miami, including but not limited to: Utility Balances, Special Assessments and/or Code Ticket/Code Ticket Liens.

Signature of Applicant\_\_\_\_\_ Date\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_