

CITY OF SOUTH BEND  
Petitioner  
Vs.

{OWNER NAME  
MAILING ADDRESS}

) **ORDER TO SECURE**  
)  
)  
) **ORDER ISSUED DATE:**  
) **December 11, 2017**  
) **RECORD ID: SEC-17-00005**  
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Dear Property Owner:

The structure at {ADDRESS}, has been vacant and unoccupied for a period in excess of 5 days and constitutes a hazard to both the public and adjacent properties. The structure has the following legal description: **Lot 68 H Studebaker 1st Add**

Pursuant to I.C. 36-7-9-5, you must secure your building against intrusion by unauthorized persons. This order to secure the premises will become final **10 days** after this notice is received unless you request a hearing or secure the premises. A hearing may be requested in writing and delivered to the Department of Code Enforcement, Room 1300, County-City Building, South Bend, Indiana 46601 before the 10 day period. The 10 day period begins the date of this notice.

You have the right to appear at a hearing of this case with or without legal counsel. You also have the right to present evidence in your favor, to cross-examine opposing witnesses and to present your views regarding this particular matter. At this hearing you are required to supply full information regarding this order to any person who may take, or agree to take, a substantial property interest in this property. This information must be supplied prior to the time of a transfer or agreement to transfer any substantial property interest.

If the building is not secured within 10 days, and no request of a hearing is received, the Department of Code Enforcement will have the building secured and you will be held liable for the cost of boarding the building.

Please notify the Department of Code Enforcement (574) 235-9486 as soon as possible with respect to the full name, address, and telephone number of any person you know to have a substantial interest in the aforementioned property.



Randy Wilkerson  
Director, Department of Code Enforcement