



NEW CASTLE COUNTY
OFFICE OF CODE ENFORCEMENT
87 Reads Way, New Castle, DE 19720

IMPORTANT NOTICE TO PROPERTY OWNER

You were previously provided with written notice of one or more violations of the New Castle County Code and afforded an opportunity to correct those violations. A follow-up inspection has revealed that one or more of those violation(s) has still not been corrected and ticket(s) have been issued.

What to do to avoid additional penalties:

- ✓ **Correct violations immediately, or timely appeal the ticket to the Land Use Code Official (See form entitled “*New Castle County Office Of Code Enforcement Ticket Appeal Form*”)**
- ✓ **Contact the officer identified in the citation for clarification of any violation**
- ✓ **If additional time is needed, seek an extension by calling 302-395-5040 or downloading the form entitled “Request For Extension To Comply” <http://www2.nccde.org/landuse/CodeViolations/Extensions/default.aspx>**

Potential additional penalties that you want to avoid:

- **Additional \$50 fines may be assessed for ticketed violations that are not timely appealed or corrected**
- **\$50 civil penalties automatically double to \$100, if not paid within 30 days of being assessed**
- **A property lien may be recorded for any unpaid civil penalties**
- **Unpaid civil penalties may be added to the property tax bill and collected in the same manner as New Castle County taxes**

Important Notice – For continuing violations, a County vendor may be used to abate those violation(s) at the property owner’s expense. A property lien will be recorded for any vendor costs that remain unpaid 30 days from the date of the demand notice.