*Disclaimer: This is a sample form only. Prior to using the form, it is recommended that you consult with your attorney and modify the form to suit your preferences. The MS Municipal League makes no guarantees that the information in this form is completely accurate, but it is prepared to the best of its knowledge.*

**[Section 21-19-11(1), MS Code of 1972 authorizes subsequent cleaning of property consistent with the City's adjudication at the hearing without another hearing upon the City giving seven (7) days' notice of re-entry to clean the property that is posted both on the property adjudicated in need of cleaning and at City hall or another place in the City where such notices are generally posted:**

**1. No more than six (6) times in any twelve (12) month period with respect to removing or securing abandoned or dilapidated buildings, slabs, dilapidated fences and outside toilets; and**

**2. No more than twelve (12) times in any twenty-four (24) month period with respect to cutting grass and weeds and removing rubbish, personal property and other debris on the property.]**

**[INSERT CITY NAME], MISSISSIPPI**

**NOTICE OF RE-ENTRY TO CLEAN PROPERTY**

**[INSERT DATE]**

TO: **[INSERT NAME OF PROPERTY OWNER]**

**[INSERT ADDRESS]**

On **[INSERT HEARING DATE]**, after holding a hearing as required by law, the Mayor and Board of Aldermen of the **[INSERT CITY NAME]**, Mississippi (the “City”) voted to adjudicate and clean your property located at **[INSERT SUBJECT PROPERTY ADDRESS]** (the “Property”) in accordance with Section 21-19-11, Mississippi Code of 1972.

On **[INSERT INITIAL DATE OF PROPERTY CLEANING]**, City employees cleaned the Property by **[INSERT A DESCRIPT OF CLEAN-UP PROJECT]**.

The Property is once again in need of cleaning.

**YOU ARE HEREBY NOTIFIED** that the Property will again be cleaned again by City employees on or after **[INSERT A DATE THAT PROVIDES AT LEAST 7 DAYS NOTICE OF THE RE-ENTRY TO CLEAN]**. You will be invoiced for the City’s cost of clean-up.

If the City’s cost of clean-up is not paid by you in a timely manner, the cost may become a civil debt against you and/or become an assessment against the Property.

Should you have any questions, please contact **[INSERT CONTACT NAME & CONTACT INFORMATION]**, during normal business hours.

Issued under my hand, this the day of 20\_\_.

# [INSERT CITY NAME], MISSISSIPPI BY:

 **[NAME], [TITLE]**