



## Fact Sheet 2 / Empty Property – Tracing rev (1)

# Tracing the Owner of an Empty Property

Tracing an unknown/absent owner is the first step towards bringing an empty property back into use and there are a number of steps that can be taken to find out the name and whereabouts of an owner.

- An approach could be made to local Councillors – they may have useful local knowledge and may be willing to help.
- Post a note on the door of the empty property stating that you would like to contact the owner.
- Talk to neighbours and contact the area Neighbourhood Watch Coordinator and any other neighbourhood community groups as well as local shopkeepers – they may well know something about the owner. This method costs nothing and could yield valuable information about an empty property.
- The Planning and Building Control Departments of the local authority. If they have processed planning applications or had any dealings with the owner in the past, they may be able to supply the name and last known address.
- Contact the local police station and speak to the home beat officer. He/she may have attempted to contact the owner if the police have had to secure an empty property against theft or vandalism.
- Do a search of the Land Registry, which has information on all owners of registered land. If the land is unregistered, the Land Registry will not give any information, but you could do a search of the Land Charges Registry. This will reveal the owner's details if there are any charges against the property (e.g. a second mortgage) or if bankruptcy papers have been filed. For further information on Land Registry and Land Charges visit the Land Registry web site on: [www.landregistry.gov.uk](http://www.landregistry.gov.uk). A fee may apply for the service required.
- Contact a private firm who specialise in tracing and searching. The council is not able to recommend any specific company, however, private investigators can be found in the yellow pages.

# One community, many languages

East Riding of Yorkshire Council will, on request, provide this document in Braille, large print or an audio version.

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