

# **RECORDERS' DOCUMENT REFERENCE AND INDEXING MANUAL**

**A TRAINING AND REFERENCE MANUAL FOR STATE-WIDE  
RECORDING AND INDEXING PERSONNEL**



**AN OFFICIAL PUBLICATION OF THE  
COUNTY RECORDERS' ASSOCIATION OF CALIFORNIA**

**2008**

**TABLE OF CONTENTS**

SUBJECT	PAGE
COUNTY RECORDER'S ASSOCIATION OF CALIFORNIA OFFICERS DIRECTORS DOCUMENT REFERENCE MANUAL COMMITTEE	i
DISCLAIMER / WARNING AND FOREWORD	ii
USER'S GUIDE	iii
USER'S REQUEST FOR ADDITIONS / CORRECTIONS NEW DOCUMENT / CORRECTION REQUEST FORM	iv
BASIC DOCUMENT REQUIREMENTS	v
READY REFERENCE TO COMMON RECORDING AND INDEXING CODE SECTIONS	vi
UNIFORM RECORDING RULES	viii
DOCUMENTARY TRANSFER TAX	DDT - 1
LEGAL OPINIONS DOCUMENT RECORDING DOCUMENT INDEXING	OP - 1
ACKNOWLEDGMENTS, PROOFS AND VERIFICATIONS	A - 1 through A - 7
DO NOT RECORD	DNR - 1 through DNR - 4
INTRODUCTION TO INDEXING ABBREVIATIONS INSTRUCTIONS RULES	IND - 1 through IND - 60
DOCUMENT TITLE INDEX	D - 1 through D - 46
DOCUMENT REQUIREMENTS	1 through 284
GLOSSARY	G - 1 through G - 28

**2008-2009 COUNTY RECORDER'S ASSOCIATION OF CALIFORNIA OFFICERS**

<b>PRESIDENT</b>	LARRY WALKER San Bernardino County
<b>VICE - PRESIDENT</b>	LARRY WARD Riverside County
<b>SECRETARY</b>	GINA ALCOMENDRAS Santa Clara County
<b>TREASURER</b>	JAMES McCAULEY Placer County
<b>HISTORIAN</b>	VACANT

**DIRECTORS**

LARRY WALKER	San Bernardino County
LARRY WARD	Riverside County
JIM McCAULEY	Placer County
GINA ALCOMENDRAS	Santa Clara County
PHIL SCHMIDT	Ventura County
CRAIG KRAMER	Sacramento County
STEPHEN LEHMANN	Sonoma County
CANDACE GRUBBS	Butte County
KATHY TREGGS	Los Angeles County
LARRY WARD	Riverside County
GREG DIAZ	NavadaI County
THERESA RABE	San Mateo County
LESLIE MORGAN	Shasta County

**DOCUMENT REFERENCE MANUAL COMMITTEE**

WARDELL HOUSE	Santa Clara County
DONNA ALLRED	Sacramento County
DOUG ALLEN	Marin County
FLORENCE SHIMANO	Marin County
GINA ALCOMENDRAS	Santa Clara County
BARBARA CHAMBERS	Contra Costa County
FREDERICK GARCIA	Alameda County
DANIELLE RIFALATO, Co-Chair	Riverside County
STEVE LEHMANN	Sonoma County
DAVID VALENZUELA, Co-Chair	Ventura County

## USER'S GUIDE

The following information is provided for the purpose of familiarizing the user with the contents and the use of each section contained within the Recordors' Document Reference and Indexing Manual.

**USER'S REQUEST FOR ADDITIONS TO THE MANUAL** - This section contains instructions and the appropriate form for requesting the Document Reference Manual Committee to examine user's requests for additions or corrections to the next published manual.

**BASIC DOCUMENT REQUIREMENTS** - This section contains a listing of the basic requirements that apply to all documents.

**READY REFERENCE TO COMMON RECORDING AND INDEXING CODE SECTIONS** - This section contains an alphabetic listing by subject matter to the most commonly referenced recording and indexing code sections.

**DOCUMENTARY TRANSFER TAX** - This section is reserved for inclusion of Documentary Transfer Tax information by Recordable Document Examiners

**LEGAL OPINIONS** - This section is reserved for inclusion of State and local legal opinions by Recordable document Examiners and indexing personnel.

**ACKNOWLEDGMENTS, PROOFS AND VERIFICATIONS** - This section contains information, references and samples of Acknowledgments, Proofs and Verifications as taken in California and elsewhere.

**DO NOT RECORD** - This section contains an alphabetic listing of documents frequently presented for recording. This listing shows alternative agencies or individuals with whom the subject document may be filed.

**INDEXING ABBREVIATIONS, INSTRUCTIONS AND RULES** - This section contains information on indexing abbreviations, general instructions and rules used in the indexing of recorded documents.

**DOCUMENT TITLE INDEX** - This section contains an alphabetic listing of documents by their commonly known titles and the numerous title variations thereof. Each document has a page number which corresponds with the appropriate document requirement page.

**DOCUMENT REQUIREMENTS AND SAMPLES** - This section contains recording requirements and document samples for each included document type. Each requirement page is divided into the following sub-sections:

**DOCUMENT TITLE** - The title by which the document is commonly known

**PURPOSE** - The reason for the creation of the document rather than the reason for the document's recording

**REQUIREMENTS** - The recording requirements based on California statutes

**FEES** - Current statutory recording and filing fee requirements including reference to possible additional fee applications such as lien notification and documentary transfer tax. "Regular fee" notation includes the addition of micrographic and modernization fees as applied in each county

**LEGAL REFERENCE** - Reference to Federal, California State and local code sections, local county legal opinions and County Recordors' Association of California Uniform Recording Rules

**COMMENTS** - Additional information pertinent to a specific document

**INDEX** - Recommended and mandated methods of indexing. For additional local indexing rules as may be appropriate

**ORDINANCES / OPINIONS** - For addition of local ordinances or legal opinions which may modify any or all of the foregoing information

**GLOSSARY** - This section contains the definition of words, phrases and abbreviations common to legal documentation, recording and the indexing process.

## BASIC DOCUMENT REQUIREMENTS

In the Document Requirement Section of this manual, the user will find the recording requirements for a number of documents as compiled by the Document Reference Manual Committee of the County Recorder's Association of California. The criteria used in developing the requirements were the Federal, California State and local codes. Each listed requirement was substantiated by a code section and / or a written legal opinion and in consideration of the uniform recording rules of the Association. In many cases the Document Reference Manual Committee found it difficult to separate " traditional requirements" from " actual requirements ". However , in doing so, the committee felt that the result of their work would provide a more valuable training and information resource.

Each document presented for recording must include or comply with the following basic document requirements:

### **RETURN ADDRESS (GOVT - 27361.6)**

The upper left - hand corner of each document is intended for use by the public to show the name and address to whom the document should be returned.

### **NAME(S) OF PERSON(S) REQUESTING RECORDING (GOVT - 27361.6)**

The upper left - hand corner of each document is intended for use by the public to show the person(s) requesting recording.

### **LEGIBILITY / PHOTOGRAPHABILITY (GOVT - 27361.7)**

Whenever a document, or portion of a document, is not sufficiently legible to produce a readable photographic record, a legible copy may be attached and shall be certified by the party creating the copy to be a true copy of the original. Legible copy also pertains to notary seals, certificates and other appendages thereto.

### **ENGLISH LANGUAGE TRANSLATION (GOVT - 8, 27293; AG OPINION 82 - 1209)**

Whenever a document, or portion of a document, is in a foreign language, an English translation, certified by the county clerk, may be attached thereto and subsequently recorded. A document which has a foreign language apostille attached and which has been executed outside the United States, may be recorded without a translation of the apostille.

### **NAMES OF PARTY(IES) TO BE INDEXED (GOVT - 27280.5)**

Names of party(ies) to be indexed shall be legibly signed, typed or printed.

### **SIGNATURE(S) (GOVT - 27201(B), 27280.5; CC - 1213, 1218)**

Signatures must be original unless the document is a certified copy issued by the appropriate custodian of the public record.

## RECORDING CODE SECTIONS(cont.)

SUBJECT	CODE SECTION
Recording reference required	Govt 27361.6
Recording without acknowledgment	Govt 27282
	Govt 27285
Signature and acknowledgment of owner	Govt 27288
Signature by "mark"	Govt 16
Sister - state judgment ( foreign lien )	CCP 1913

## INDEXING CODE SECTIONS

SUBJECT	CODE SECTION
Documents without titles	Govt 27325
Index specifications and automation	Govt 27257
Separate indexes - additional types	Govt 27256
Separate indexes for specific documents	Govt 27232-54
Specific names / parties to be indexed	Govt 27263
Titles to be indexed	Govt 27324

## SOCIAL SECURITY NUMBERS

No documents presented for  
Recording or filing that  
display more than last four  
digits of social security  
number.

Fees – social security number

## IX

10. Only that portion of a document that is illegible need be copied in order to comply with Government Code 27361.7.
11. An assignment of partnership interest shall be accepted for recording if signed and acknowledged by the assignor.
12. The words "We, the undersigned" or "I, the undersigned" are acceptable in lieu of names in the caption of documents (Childs vs Newfield 1934).
13. A certificate of Limited Partnership, an Amendment to a Certificate of Limited Partnership or a Cancellation of Certificate of Limited Partnership shall not be accepted for recording unless it is certified by the Secretary of State.
14. All "exhibits" or "attachments" shall be clearly identified as such and be referenced in and related to the primary document.
15. Preliminary Change of Ownership Reports: When this report is not filed with the Recorder a \$20 penalty recording fee shall be charged. The signature of the transferee is required. An attorney for the transferee may sign for the transferee. If the transferee is an out of state resident no PCOR shall be required.
16. Purple ink shall be used when certifying copies of Recorders' records. Whenever possible the wording of the certification shall read substantially as follows: "This is a true certified copy of the record if it bears the seal, imprinted in purple ink, of the County Recorder". The words "imprinted in purple ink" should not be placed at the end or beginning of a sentence in order to impede the altering of the copy.

## **DOCUMENTARY TRANSFER TAX**

This section has been created to provide an area in the manual for the Recordable Document Examiner to store general information on Documentary Transfer Tax.

## LEGAL OPINIONS

### SUBJECT: DOCUMENT INDEXING

DATE: 2 - 23 - 84

OPINION REQUESTED BY: Bernice Peterson, County Recorder

COUNTY: Sonoma

OPINION BY: Prentice Fish, Deputy County Counsel

**STATEMENT:** You have recently asked for my legal opinion in the fact situation set forth below. My response to your request and my analysis follow.

**FACTS:** The Sonoma County Recorder accepts and records a large volume of documents believed to be in proper form. From time to time during the indexing process a deficiency is occasionally discovered in the form of the document. Since the document has already been recorded before the deficiency has been discovered, the Recorder must then determine which names are to be indexed. Examples of this situation include documents where:

1. The document is signed but not acknowledged.
2. The document is not signed but is acknowledged.
3. The document is not signed or acknowledged.
4. The document is signed but the acknowledgement is not signed or sealed by the notary.
5. The document is signed and acknowledged but the signature is illegible although the name is available at other places on the document.
6. The document is signed by a person acting on behalf of a corporation or a partnership but the firm name does not appear at the signature. The firm name is available at other places on the document.
7. The document is signed by a corporate officer or a partner

but has an individual acknowledgement.

**QUESTION NO. ONE:** Should the County Recorder's index contain the names of all parties named on such a recorded document regardless of the completeness of the signatures and acknowledgements?

**ANSWER TO QUESTION NO. ONE:** Yes. Although the recording laws prohibit recordation of documents containing certain technical defects, such documents if erroneously recorded should be indexed as to all parties.

**QUESTION NO. TWO:** Should the Recorder determine which names should appear in the index based upon the completeness of the signatures and acknowledgements?

**ANSWER TO QUESTION NO. TWO:** No. The safe course for the Recorder to follow is to index the names of all parties whose documents have been recorded regardless of the completeness of the signatures or acknowledgements.

**DISCUSSION:** By statute and case law, documents deficient in certain technical respects are not entitled to recordation and, if recorded, afford no constructive notice to third parties. Govt. Code §27287, See, e.g., Kirsch v. Barnes, 153 F.Supp. 260, 263 (N.D. Cal. 1957) (defectively acknowledged instrument); Ten Winkel v. Anglo California Securities Company, 11 Cal.2d 707, 720 (1938) (unacknowledged instrument); Emeric v. Alvarado, 90 Cal. 444, 478-79 (1891) (certificate defectively sealed by notary); Hastings v. Vaughn, 5 Cal. 315 (1855) (notarial seal omitted); Rolando v. Everett, 72 Cal.App.2d 629, 631 (1946) (instrument signed by partner but bearing individual acknowledgement); cf. Govt. Code §27280.5 (failure legibly to sign, type or print on document the names of parties to be indexed not to affect constructive notice otherwise afforded by recordation), 27288.1 (failure to document to list names of certain affected parties not to affect notice).

**LEGAL OPINIONS**

**DOCUMENT INDEXING(cont.)**

**DISCUSSION(cont.)**

## ACKNOWLEDGMENTS, PROOFS AND VERIFICATIONS

This section is intended to provide information for the Recordable Document Examiner regarding acknowledgments taken in California and elsewhere. It is the responsibility of the Recordable Document Examiner to determine which documents require an acknowledgment, which require a verification and which require only a signature. The requirement for a document to be acknowledged in order to be recorded is found in Government Code Sections 27287 and 27288. Documents which are exempt from an acknowledgment are described in Government Code Sections 27282 and 27285.

Acknowledgments and verifications may be part of a printed form or may be attached to the document by the person taking the acknowledgment. The laws governing acknowledgment are found in the Civil Code, Chapter 4, Article 3. Most acknowledgments are taken by notaries public that are appointed and governed by the Secretary of State.

### 1. DEFINITIONS

**ACKNOWLEDGMENT** - A formal declaration made before an authorized person such as a notary public, by a person who has executed an instrument stating that the execution was his / her act. Authenticates the identity of the signor.

**JURAT** - The portion of a verification stating when, where and before whom it was sworn.

**PROOF** - A certification made by a notary public based on the word of a credible witness, such as a proof of subscribing witness or proof of handwriting.

**SWORN STATEMENT ( VERIFICATION )** - A sworn statement before a qualified officer ( often a notary public ) that the contents of a writing are true.

**UNSWORN STATEMENT ( VERIFICATION )** - A statement by an individual under penalty of perjury that the contents of a writing are true.

**VENUE** - The portion of an acknowledgment or verification that states the place where the acknowledgment or verification was taken.

### 2. ACKNOWLEDGMENTS TAKEN IN CALIFORNIA ( CC-1180-1181 )

Any acknowledgment taken within the State of California shall be in the form described in Civil Code Section 1189. The following is an example of that format:

State of California County of _____
On _____ before me, (here insert the name and title of the officer), personally appeared _____ who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.
I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.
Witness my hand and official seal.
Signature _____ (Seal)

**ACKNOWLEDGMENTS, PROOFS AND VERIFICATIONS(cont.)**

**Civil Code Section 1183**

**The following may take an acknowledgment outside of the country.**

A Minister, Commissioner, Charge D'Affaires of the United States, resident and accredited in the country where the proof or acknowledgment is made.  
A Consul, Vice Consul, Consular agent of the United States resident in the country where the proof or acknowledgment is made.

A Judge of a court of record of the country where the proof or acknowledgment is made

Commissioners appointed by the Governor or Secretary of State for that purpose

A Notary Public, A foreign notary **must be authenticated** by an apostille, proved before a judge, American diplomatic officer, consul general, consul, vice consul, or consular agent.

Apostille website [http://hcch.e-vision.nl/index\\_en.php](http://hcch.e-vision.nl/index_en.php)

**b. signature, seal and reproducibility**

The acknowledgment must be signed by the person taking it and in the case of a notary public must bear a seal. The seal must show the name of the notary, the State Seal the words "Notary Public", the name of the county where the notary's bond and oath of office are filed and the date the notary's commission expires. Notary seals issued on or after January 1, 1992 shall contain the identification number assigned to the notary and the identification number assigned to the seal manufacturer. The seal may be circular or rectangular with serrated edges and must be imprinted on the document in a way that makes it reproducible by photograph methods. This is widely interpreted to mean an inked stamp. If a stamped notary seal is not photographable it is acceptable if a statement such as the following is attached. It may be signed by the person presenting the document for recording.

NOTARY SEAL GOVERNMENT CODE SECTION 27361.7	
I certify under penalty of perjury that the notary seal on the document to which this statement is attached reads as follows:	
Name of Notary _____	
Date Commission Expires _____	
Place of Execution _____	Date _____
Signed _____	

**OR**

*Effective 01/22/2004 (a) A notary acknowledgement shall be deemed complete for recording purposes without a photographically reproducible official seal of the notary public if the seal, as described in GC 8207, is present and legible, and the name of the notary, the county of the notary's principal place of business, the notary's telephone number, the notary's registration number, and the notary's commission expiration date are typed or printed in a manner that is photographically reproducible below, or immediately adjacent to, the notary's signature in the acknowledgement*

**3. ACKNOWLEDGMENTS TAKEN IN ANOTHER STATE OR POSSESSION ( CC - 1182 )**

An acknowledgment is acceptable if taken in any other state or possession by any of the following:

- A **Justice, Judge or Clerk** of any court of the United States
- A **Justice, Judge or Clerk** of any court of any state
- A **Commissioner** appointed by the Governor or Secretary of State for that purpose
- Any other **Officer** authorized by any state for that purpose
- Any **Deputy** of any of the above when authorized to appoint deputies

The acknowledgment shall be acceptable if it is taken in accordance with the laws of the place where it is taken. ( *Anderson's Manual for Notaries Public* by Wesley Gilmer, Jr. and *Faerber's Notary Seal and Certificate Verification Manual* by Charles N. Faerber - National Notary Association )

**NOTE:** Not all states require that a seal be used by a notary public.

**ACKNOWLEDGMENTS, PROOFS AND VERIFICATIONS(cont.)**

Andorra	Gibraltar	Suriname	Isle of Man
Angola	Greece	New Zealand	Antigua
Antigua and Barbuda	Grenada	Niue	Bermuda
Argentina	Guernsey	Norway	Brunei
Armenia	Hong Kong SAR (China Hong Kong SAR)	Panama	Cayman Islands
Aruba	Hungary	Romania	Dominica
Australia	Ireland	Portugal	Falkland Islands
Austria	Isle of Man	Extended to:	Hong Kong
Bahamas	Israel	Angola	Mauritius
Barbados	Italy	Mozambique	Montserrat
Belarus	Japan	Romania	St Helena
Belgium	Jersey	Russian Federation	St Kitts
Belize	Kazakhstan	St. Christopher (Kitts) and Nevis	Nevis
Bermuda	Latvia	St Georgia and South Sandwich Islands	Anguilla
Bosnia-Herzegovina	Lesotho	St Helena	St Lucia
Botswana	Liberia	St Lucia	St Vincent
British Virgin Island	Liechtenstein	St Pierre and Miquelon	Seychelles
Brunei	Lithuania	St Vincent and the Grenadines	Turks and Caicos
Bulgaria	Luxembourg	Samoa	Virgin Islands, British
Cayman Islands	Macau SAR (China, Macau, SAR)	San Marino	United States
China (Hong Kong SAR only)	Macedonia	Seychelles	Extended to:
China (Macau SAR only)	Malawi	Slovakia	50 States
Colombia	Malta	Slovenia	The District of Columbia
Comoros Island	Marshall Islands	Solomon Islands	American Somoa
Croatia	Mauritius	South Africa	Guam (Territory of)
Cyprus	Mexico	Spain	Northern Mariana Islands
Czech Republic	Montserrat	Suriname	Islands
Djibouti	Mozambique	Swaziland	Puerto Rico
Dominica	Namibia	Sweden	(Commonwealth of)
El Salvador	Netherlands	Switzerland	U.S. Virgin Islands
Estonia	Extended to:	Tonga	Vanuatu
Falkland Islands	Aruba	Trinidad and Tobago	Venezuela
Fiji	Netherland Antilles	Turkey	Yugoslavia
Finland	Curacao	Tuvalu	
France	Bonaire	United Kingdom	
Extended to:	St Martin	Extended to:	
New Caledonia	St Eustatius	Jersey	
Wallis and Futuna	Saba	Guernsey	
French Polynesia			
Germany			

**ACKNOWLEDGMENTS, PROOFS AND VERIFICATIONS(cont.)**

State of California )  
 ) SS.  
 County of \_\_\_\_\_ ) On \_\_\_\_\_ (date) \_\_\_\_\_ before me,           (name and title of the undersigned officer)          , personally appeared           (subscribing witness's name)           personally known to me (or proved to me on the oath of           (credible witness's name)          , who is personally known to me, basis of satisfactory evidence) to be the person whose name is subscribed to the within instrument, as a witness thereto, who, being by me duly sworn, deposed and said that he/she was present and saw           [name(s) of principal(s)]          , the same person(s) described in and whose name(s) is/are subscribed to the within and annexed instrument in his/her/their capacity(ies) as (a) party(ties) thereto, execute the same, and that said affiant subscribed his/her name to the within instrument as a witness at the request of           [name(s) of principal(s)]          .

WITNESS my hand and official seal.  
 \_\_\_\_\_ (Signature of officer) [SEAL]

**b. proof of handwriting ( CC - 1198 - 1200, GC - 27290 )**

In the absence of an acknowledgment a proof of handwriting may be acceptable if it meets the requirement of the Civil Code given above. These requirements include the death or disappearance of the parties and all subscribing witnesses, the concealment or refusal of a subscribing witness, and the testimony of persons acquainted with the signature of the party.

**10. VERIFICATION**

A verification is a sworn statement before a qualified officer or notary public that the contents of a document are true; or an unsworn statement by an individual under penalty of perjury.

**a. sworn statement (CC 1185, CCP - 179, 2093, GC 1225, 8202, 24057, 25100.5, 40814, LBR CODE 92 )**

An oath may be taken anywhere within the State of California by the following:

- A Notary Public
- A Justice, retired Justice or Clerk of the Supreme Court
- A Justice, retired Justice or Clerk of any court of appeal

- A Judge, retired Judge or Clerk of a superior court
- An Executive, Judicial Official or Member of the Legislature
- A Labor Commissioner, Deputy or Agent

An oath may be taken anywhere within the district in which the following public officials are elected or appointed.

- A Judge, retired Judge or Clerk of a municipal court
- A Judge, retired Judge or Clerk of a justice court
- A County Officer or Deputy
- A Clerk of the Board of Supervisors in the performance of duties
- A City Clerk or Deputy when pertaining to City business

The format for a sworn statement is generally as follows:

State of California }  
 County of \_\_\_\_\_ }

The undersigned, being duly sworn says:  
 That he/she/they is/are the person(s) signing the above document; that he/she/they has/have read the same, and know(s) the contents thereof, and that the acts stated therein are true.

( Signature of affiant )

Subscribed and sworn to (or affirmed) before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, by \_\_\_\_\_, personally known to me or proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

\_\_\_\_\_ ( Date )

SEAL

\_\_\_\_ ( Notary Signature )

The sworn statement is often seen in an abbreviated form that is also acceptable:

## DOCUMENT TITLE INDEX

### A

<p>ABANDONED CEMETERY - DECLARATION OF REMOVAL ..... 86</p> <p>ABANDONMENT OF CEMETERY - RESOLUTION..... 89</p> <p>ABANDONMENT OF FICTITIOUS BUSINESS NAME ..... DO NOT RECORD</p> <p>ABANDONMENT OF HOMESTEAD ..... 1</p> <p>ABANDONMENT OF RIGHT OF ACCEPTANCE OF IRREVOCABLE OFFER OF DEDICATION ..... 136</p> <p>ABATEMENT LIEN - NOTICE OF (DELETED SEE PAGE 210)..... DO NOT RECORD</p> <p>ABATEMENT - NOTICE OF SEISMIC BUILDING HAZARD ..... 206</p> <p>ABATEMENT OF PUBLIC NUISANCE ..... 210</p> <p>ABSTRACT OF JUDGMENT ..... 2</p> <p>ABSTRACT OF JUDGEMENT - NOTICE OF SEISMIC BUILDING HAZARD ..... 206</p> <p>ABSTRACT OF JUDGMENT - AMENDMENT TO ..... 189</p> <p>ABSTRACT OF JUDGMENT - GARNISHMENT OF WAGES OF PUBLIC EMPLOYEE ..... DO NOT RECORD</p> <p>ABSTRACT OF OPTION AGREEMENT ..... 5</p> <p>ABSTRACT OF SUPPORT JUDGMENT ..... 188</p> <p>ACCEPTANCE BY POLITICAL CORPORATION ..... DO NOT RECORD</p> <p>ACCEPTANCE OF IRREVOCABLE OFFER OF DEDICATION ..... 135</p> <p>ACCEPTANCE OF OFFER OF DEDICATION - ABANDONMENT OF ..... 136</p> <p>ACKNOWLEDGMENT OF SATISFACTION OF JUDGMENT ..... 108</p>	<p>ACKNOWLEDGMENT OF SUBSTITUTED EASEMENT AND ACCEPTANCE THEREOF ..... 141</p> <p>ADDENDUM TO AGREEMENT ..... 5</p> <p>ADDENDUM TO DEED OF TRUST ..... 47</p> <p>ADDENDUM TO NOTICE OF ASSESSMENT ..... 178</p> <p>ADDENDUM TO NOTICE OF SPECIAL TAX LIEN ..... 190</p> <p>ADMINISTRATION - LETTERS OF ..... 164</p> <p>ADMINISTRATOR - APPOINTMENT BY COURT ORDER ..... 12</p> <p>ADVANCE - NOTICE OF ..... 47</p> <p>AFFIDAVIT - CHANGE OF TRUSTEE ..... 288</p> <p>AFFIDAVIT - DEATH OF JOINT TENANT ..... 3</p> <p>AFFIDAVIT FOR JUSTIFICATION OF BAIL ..... 157</p> <p>AFFIDAVIT - MAJORITY ACTION ..... 254</p> <p>AFFIDAVIT OF COMPLETION - CITY NAME CHANGE ..... 9</p> <p>AFFIDAVIT OF DEATH ..... 3</p> <p>AFFIDAVIT OF ESTATE OF NOT MORE THAN \$100,000 ..... 187</p> <p>AFFIDAVIT OF IDENTITY (DELETED 11/2001) ..... DO NOT RECORD</p> <p>AFFIDAVIT OF LABOR - MINING CLAIM ..... 68</p> <p>AFFIDAVIT OF LACK OF KNOWLEDGE OF TERMINATION OF POWER ..... 238</p> <p>AFFIDAVIT OF RIGHT ..... DO NOT RECORD</p> <p>AFFIDAVIT OF RIGHT OF SURVIVING SPOUSE ..... 255</p>
--	--

**D-2**  
**DOCUMENT TITLE INDEX**

<b>AFFIDAVIT RE: REAL PROPERTY OF SMALL VALUE - \$20,000 OR LESS</b> .....	230	<b>AGREEMENT OF CONSOLIDATION - CORPORATION</b> .....	84
<b>AFFIDAVIT - SUCCESSOR TRUSTEE</b> .....	280	<b>AGREEMENT OF LEASE</b> .....	83
<b>AGREEMENT</b> .....	5	<b>AGREEMENT OF LIEN</b> .....	235
<b>AGREEMENT - ANTENUPTIAL</b> .....	11	<b>AGREEMENT OF MERGER - CORPORATION</b> .....	84
<b>AGREEMENT - BILATERAL</b> .....	5	<b>AGREEMENT OF MERGER - NATIONAL BANKS</b> .....	84
<b>AGREEMENT - CANCELLATION OF PREMARITAL</b> .....	123	<b>AGREEMENT OF SALE</b> .....	5
<b>AGREEMENT - DEVELOPMENT FEE</b> .....	176	<b>AGREEMENT - POSSESSION AND USE</b> .....	5
<b>AGREEMENT FOR CANCELLATION OF RECONVEYANCE</b> .....	91	<b>AGREEMENT - POSTNUPTIAL</b> .....	11
<b>AGREEMENT FOR IMPROVEMENTS</b> .....	81	<b>AGREEMENT - PREMARITAL</b> .....	11
<b>AGREEMENT FOR MITIGATION OF ENVIRONMENTAL IMPACT</b> .....	5	<b>AGREEMENT - PRENUPTIAL</b> .....	11
<b>AGREEMENT FOR RENT CONTROL</b> .....	83	<b>AGREEMENT - PROPERTY</b> .....	5
<b>AGREEMENT FOR SALE</b> .....	6	<b>AGREEMENT - RENT CONTROL</b> .....	185
<b>AGREEMENT FOR SALE - LAND CONTRACT</b> .....	27	<b>AGREEMENT - REVOCATION OF PREMARITAL</b> .....	123
<b>AGREEMENT FOR SUBORDINATION OF LIEN FOR POSTPONED PROPERTY TAXES</b> .....	60	<b>AGREEMENT - SUBORDINATION</b> .....	98
<b>AGREEMENT FOR SUBORDINATION OF SECURITY PRIORITY</b> .....	98	<b>AGREEMENT TERMINATING LEASE</b> .....	5
<b>AGREEMENT - HAZARDOUS WASTE</b> .....	70	<b>AGREEMENT TO REIMBURSE</b> .....	235
<b>AGREEMENT - JOINT VENTURE</b> .....	42	<b>AGREEMENT - UNILATERAL</b> .....	5
<b>AGREEMENT - LIFE CARE FACILITY</b> .....	191	<b>AGREEMENT - WATERFOWL HABITAT CONSERVATION</b> .....	184
<b>AGREEMENT - LOW COST HOUSING</b> .....	161	<b>AGRICULTURAL LAND CONTRACT</b> .....	132
<b>AGREEMENT - LOW COST HOUSING OBLIGATION</b> .....	202	<b>AGRICULTURAL PRESERVE</b> .....	132

## DOCUMENT TITLE INDEX

AGRICULTURAL PRESERVE - CERTIFICATION OF CANCELLATION.....	133
AGRICULTURAL PRESERVE - PARTIAL RELEASE OF CERTIFICATE OF CANCELLATION LIEN.....	134
AGRICULTURAL PRESERVE - RELEASE OF CERTIFICATE OF CANCELLATION LIEN.....	134
AIRCRAFT REPAIR LIEN.....	DO NOT RECORD
ALCOHOLIC BEVERAGE LICENSE - NOTICE OF INTENDED TRANSFER.....	99
ALCOHOLIC BEVERAGE LICENSE - NOTICE OF SALE, TRANSFER OR ACQUISITION OF STOCK OF RETAIL ALCOHOLIC BEVERAGE LICENSE CORPORATION AND OF INTENTION TO TRANSFER.....	100
AMENDED CEMETERY MAP.....	116
AMENDED DECLARATION OF PROTECTIVE COVENANTS.....	7
AMENDED DECLARATION OF RESTRICTIONS.....	7
AMENDED DEED OF TRUST.....	47
AMENDED FINANCING STATEMENT.....	102
AMENDED MAP.....	113
AMENDED MAP - ASSESSMENT DISTRICT.....	112
AMENDED NOTICE OF CLAIM OF WATER RIGHTS PROCEEDINGS.....	72
AMENDED PARCEL MAP.....	113
AMENDED RECORD OF SURVEY.....	113
AMENDED SUBDIVISION MAP.....	113
AMENDED TRUST DEED.....	47
AMENDING MAP.....	113
AMENDMENT - CERTIFICATE OF INCORPORATION.....	29
AMENDMENT - LIMITED LIABILITY COMPANIES.....	246
AMENDMENT OF DEED OF TRUST.....	47
AMENDMENT OF RESTRICTIONS.....	7
AMENDMENT TO ABSTRACT OF JUDGMENT.....	189
AMENDMENT TO CONDOMINIUM PLAN.....	69
AMENDMENT TO COVENANTS, CONDITIONS AND RESTRICTIONS.....	7
AMENDMENT TO NOTICE OF SPECIAL TAX LIEN.....	213
ANNEXATION - CITY CERTIFICATE OF COMPLETION.....	10
ANNEXATION - DECLARATION OF.....	7
ANTENUPTIAL AGREEMENT.....	11
ANTENUPTIAL AGREEMENT - CANCELLATION OF.....	123
APPLICATION FOR AND RENEWAL OF JUDGMENT.....	124
APPOINTMENT OF ADMINISTRATOR - BY COURT ORDER.....	12
APPOINTMENT OF CONSERVATOR - BY COURT ORDER.....	12
APPOINTMENT OF EXECUTOR - BY COURT ORDER.....	12
APPOINTMENT OF GUARDIAN - BY COURT ORDER.....	12
APPOINTMENT OF RECEIVER - BY COURT ORDER.....	12
APPROPRIATION OF WATER.....	168
ARBITRATION - AWARD OF (DELETED 2001).....	DO NOT RECORD

**D-4**  
**DOCUMENT TITLE INDEX**

ARTICLES OF INCORPORATION - BUSINESS ASSOCIATIONS .....	29	ASSIGNMENT OF RENTS .....	30
ARTICLES OF INCORPORATION - LIMITED LIABILITY COMPANIES .....	246	ASSIGNMENT OF RENTS AND LEASES .....	30
ARTICLES OF MERGER .....	84	ASSIGNMENT OF VENDEE'S INTEREST IN LAND CONTRACT .....	30
ASSESSMENT DIAGRAM .....	112	ASSIGNMENT OF VENDOR'S INTEREST IN LAND CONTRACT .....	30
ASSESSMENT - DISTRICT .....	50	ASSUMPTION AGREEMENT .....	137
ASSESSMENT DISTRICT - NOTICE OF SEWER LIEN .....	228	ASSUMPTION AGREEMENT, RELEASE AND MODIFICATION OF ADJUSTABLE NOTE AND DEED OF TRUST .....	137
ASSESSMENT DISTRICT MAP .....	112	ASSUMPTION OF DEED OF TRUST .....	137
ASSESSMENT - HOMEOWNERS' ASSOCIATION .....	51	ASSUMPTION OF TRUST DEED .....	137
ASSESSMENT LIEN - NOTICE OF .....	50	ATTACHMENT, NOTICE OF .....	241
ASSESSMENT LIEN - NOTICE OF RELEASE OF .....	131	ATTORNEY - POWER OF .....	61
ASSESSMENT MAP .....	112	AWARD OF ARBITRATOR (DELETED 2001.....FILE WITH CLERK OF SUPERIOR COURT	
ASSESSMENT - NOTICE OF ADDENDUM TO .....	178	AWARD OF CONTRACT IN PROPOSED ASSESSMENT DISTRICT - NOTICE OF .....	231
ASSESSMENT - REQUEST FOR EXEMPTION FROM SEPARATE .....	193		
ASSESSMENT WORK NOTICE - MINING CLAIM .....	68		
ASSIGNMENT .....	30		
ASSIGNMENT OF DEED OF TRUST .....	31		
ASSIGNMENT - GRANT OF .....	222		
ASSIGNMENT OF FINANCING STATEMENT .....	102		
ASSIGNMENT OF LESSEE'S INTEREST .....	30		
ASSIGNMENT OF LESSOR'S INTEREST .....	30		

## DOCUMENT TITLE INDEX

### B

BAD CHECK - CANCELLATION OF RESCISSION OF NOTICE .....	122	BOND - LABOR AND MATERIAL .....	97
BAD CHECK - CANCELLATION OF TAX DEED TO PURCHASER OF TAX DEFAULTED PROPERTY .....	121	BOND - LEGAL DOCUMENT ASSISTANT .....	48
BAIL - AFFIDAVIT FOR JUSTIFICATION OF .....	157	BOND - NOTARY .....	48
BAIL - DECLARATION FOR JUSTIFICATION OF .....	157	BOND - ORDER EXONERATING PROPERTY .....	158
BAIL BOND - ORDER EXONERATING .....	158	BOND - PAYMENT .....	97
BAIL BOND WITH JUSTIFICATION .....	157	BOND - PERFORMANCE .....	97
BANK MERGER - CERTIFICATE OF (DELETED 11/2001) .....	46	BOND - PHOTOCOPIER .....	48
BANK MERGER - CERTIFICATE BY SUPERINTENDENT OF BANKS (DELETED 11/2001) .....	174	BOND - PROCESS SERVER .....	48
BANK SALE - CERTIFICATE BY SUPERINTENDENT OF BANKS (DELETED 11/2001) .....	174	BOND - RELEASE OF MECHANIC'S LIEN .....	15
BANKRUPTCY ORDER .....	82	BOND - STOP NOTICE .....	DO NOT RECORD
BANKRUPTCY - VOLUNTARY PETITION .....	156	BOND - SURETY .....	15
BAPTISMAL RECORD .....	DO NOT RECORD	BOND - SURETY RELEASE OF LIEN .....	15
BILATERAL AGREEMENT .....	5	BOND - UNLAWFUL DETAINER ASSISTANT .....	48
BILL OF SALE - TIMBER, WINES OR BRANDIES .....	95	BOUNDARY MAP .....	111
BIRTH - REPORT OF FOREIGN .....	142	BRAND NAMES .....	DO NOT RECORD
BIRTH - UNITED STATES CERTIFICATE OF .....	142	BRANDS - ANIMAL .....	DO NOT RECORD
BOND - CONTRACTOR'S LABOR AND MATERIAL .....	97	BREEDERS LIEN .....	249
BOND - COUNTY AND JUDICIAL OFFICERS .....	244	BUILDING CONTRACT .....	81
BOND FOR LOST DEED OF TRUST .....	153	BUILDING CONTRACT - MODIFICATION OF .....	81
BOND RE: PORPOSED FULL RECONVEYANCE .....	153	BUILDING LIEN - NOTICE OF SUBSTANDARD (DELETED 11/2001) .....	DO NOT RECORD

**D-6**  
**DOCUMENT TITLE INDEX**

<b>BULK SALE - NOTICE OF ASSUMPTION OF TRANSFEROR'S DEBTS .....</b>	<b>209</b>
<b>BULK SALE - NOTICE TO CREDITORS .....</b>	<b>80</b>
<b>BUSINESS ASSOCIATIONS - ARTICLES OF INCORPORATION .....</b>	<b>29</b>

## DOCUMENT TITLE INDEX

**C**

CALIFORNIA PRELIMINARY 20-DAY NOTICE..... DO NOT RECORD (MAY BE FILED)

CAMPGROUND - MEMBERSHIP CONVEYANCE ..... 201

CAMPGROUND - NONDISTURBANCE AGREEMENT ..... 200

CANCELLATION & RESCISSION OF NOTICE OF DEFAULT & ELECTION TO SELL ..... 16

CANCELLATION OF AGRICULTURAL PRESERVE CONTRACT ..... 133

CANCELLATION OF ANTENUPTIAL AGREEMENT ..... 123

CANCELLATION OF BOND ..... 219

CANCELLATION OF BOND – LEGAL DOCUMENT ASSISTANT ..... 219

CANCELLATION OF BOND – PROCESS SERVER ..... 219

CANCELLATION OF BOND – UNLAWFUL DETAINER ASSISTANT ..... 219

CANCELLATION OF CERTIFICATE OF RELEASE OF FEDERAL TAX LIEN ..... 125

CANCELLATION OF COVENANTS ..... 17

CANCELLATION OF DECLARATION OF RESTRICTIONS ..... 17

CANCELLATION OF DEED ..... 139

CANCELLATION OF DEED OF RECONVEYANCE ..... 91

CANCELLATION OF LIEN - AG PRESERVE - RELEASE OF ..... 134

CANCELLATION OF LIS PENDENS ..... 130

CANCELLATION OF BOND ..... 219

CANCELLATION OF NOTARY BOND ..... 219

CANCELLATION OF NOTICE OF ACTION ..... 130

CANCELLATION OF NOTICE OF DEFAULT ..... 16

CANCELLATION OF NOTICE OF PENDENCY OF ACTION ..... 130

CANCELLATION OF NOTICE OF POWER TO SELL TAX DEFAULTED  
PROPERTY ..... 197

CANCELLATION OF PREMARITAL AGREEMENT ..... 123

CANCELLATION OF PRENUPTIAL AGREEMENT ..... 123

CANCELLATION OF RECONVEYANCE ..... 91

CANCELLATION OF REQUEST FOR NOTICE OF DEFAULT ..... 127

CANCELLATION OF RESCISSION OF NOTICE - BAD CHECK ..... 122

CANCELLATION OF RESTRICTIONS ..... 17

CANCELLATION OF SPECIAL TAX LIEN - NOTICE OF ..... 183

CANCELLATION OF TAX DEED TO PURCHASER OF TAX DEFAULTED  
PROPERTY - BAD CHECK ..... 121

CANCELLATION OF VETERAN'S CONTRACT OF SALE - NOTICE OF ..... 150

CEMETERY - DECLARATION OF DEDICATION ..... 88

CEMETERY - DECLARATION OF INTENTION ..... 85

CEMETERY DEEDS ..... DO NOT RECORD

CEMETERY DISTRICT FORMATION ..... 10

CEMETERY MAP ..... 116

CEMETERY MAP - AMENDED ..... 116

CEMETERY - RESOLUTION OF ABANDONMENT ..... 89

CERTIFICATE - ACCEPTANCE BY POLITICAL CORPORATION ..... DO NOT RECORD

**D-8**  
**DOCUMENT TITLE INDEX**

<b>CERTIFICATE - ACCEPTANCE OF IRREVOCABLE OFFER OF DEDICATION .....</b>	<b>135</b>	<b>CERTIFICATE OF DELINQUENCY OF PERSONAL PROPERTY TAX .....</b>	<b>159</b>
<b>CERTIFICATE OF AUTHORITY .....</b>	<b>267</b>	<b>CERTIFICATE OF DELINQUENT GARBAGE CHARGES .....</b>	<b>162</b>
<b>CERTIFICATE FOR PARCEL MAP WAIVER .....</b>	<b>96</b>	<b>CERTIFICATE OF DELINQUENT SEWER CHARGES .....</b>	<b>162</b>
<b>CERTIFICATE - LOW COST HOUSING .....</b>	<b>203</b>	<b>CERTIFICATE OF DELINQUENT UTILITY CHARGES .....</b>	<b>162</b>
<b>CERTIFICATE OF BIRTH ABROAD OF U.S. CITIZEN .....</b>	<b>142</b>	<b>CERTIFICATE OF DELINQUENT WATER CHARGES .....</b>	<b>106</b>
<b>CERTIFICATE OF CANCELLATION - AGRICULTURAL PRESERVE.....</b>	<b>133</b>	<b>CERTIFICATE OF DISCHARGE OF PROPERTY FROM FEDERAL TAX LIEN.....</b>	<b>22</b>
<b>CERTIFICATE OF CANCELLATION - AGRICULTURAL PRESERVE - RELEASE OF .....</b>	<b>137</b>	<b>CERTIFICATE OF INCORPORATION - AMENDMENT .....</b>	<b>29</b>
<b>CERTIFICATE OF CANCELLATION OF AGRICULTURAL PRESERVE CONTRACT .....</b>	<b>133</b>	<b>CERTIFICATE OF LIEN - UNINSURED EMPLOYER .....</b>	<b>109</b>
<b>CERTIFICATE OF CANCELLATION LIEN - RELEASE OF AGRICULTURAL PRESERVE.....</b>	<b>134</b>	<b>CERTIFICATE OF LIMITED PARTNERSHIP .....</b>	<b>18</b>
<b>CERTIFICATE OF COMPLETION - CITY ANNEXATION.....</b>	<b>10</b>	<b>CERTIFICATE OF MERGER - CORPORATION.....</b>	<b>84</b>
<b>CERTIFICATE OF COMPLETION - DISTRICT FORMATION.....</b>	<b>10</b>	<b>CERTIFICATE OF MERGER - LIMITED LIABILITY COMPANIES .....</b>	<b>245</b>
<b>CERTIFICATE OF COMPLETION - LOCAL AGENCY FORMATION COMMISSION (LAFCO) .....</b>	<b>10</b>	<b>CERTIFICATE OF MERGER - STATE / NATIONAL BANKS(DELETED 11/2001) .....</b>	<b>46</b>
<b>CERTIFICATE OF COMPLIANCE .....</b>	<b>129</b>	<b>CERTIFICATE OF MERGER - SUPERINTENDENT OF BANKS (DELETED 11/2001) .....</b>	<b>174</b>
<b>CERTIFICATE OF COMPLIANCE - LOT LINE ADJUSTMENT.....</b>	<b>96</b>	<b>CERTIFICATE OF NON-ATTACHMENT OF FEDERAL TAX LIEN.....</b>	<b>171</b>
<b>CERTIFICATE OF CORRECTION .....</b>	<b>113</b>	<b>CERTIFICATE OF OCCUPANCY - MOBILE HOME .....</b>	<b>19</b>
<b>CERTIFICATE OF CORRECTION - MAP.....</b>	<b>113</b>	<b>CERTIFICATE OF OFFICIAL REDEEMING OFFICER .....</b>	<b>107</b>
<b>CERTIFICATE OF DEATH ABROAD OF U.S. CITIZEN .....</b>	<b>142</b>	<b>CERTIFICATE OF ORGANIZATION - FIRE COMPANY .....</b>	<b>243</b>
<b>CERTIFICATE OF DEDICATION.....</b>	<b>163</b>	<b>CERTIFICATE OF OWNERSHIP - CORPORATION.....</b>	<b>84</b>
		<b>CERTIFICATE OF REDEMPTION - FEDERAL TAX LIEN .....</b>	<b>118</b>
		<b>CERTIFICATE OF REDEMPTION - FORECLOSURE.....</b>	<b>120</b>

## DOCUMENT TITLE INDEX

CERTIFICATE OF REDEMPTION - WATER / IRRIGATION DISTRICT .....	21
CERTIFICATE OF RELEASE - FEDERAL TAX LIEN .....	22
CERTIFICATE OF RELEASE - INHERITANCE TAX LIEN .....	23
CERTIFICATE OF RELEASE - STATE TAX LIEN .....	167
CERTIFICATE OF RELEASE OF FEDERAL TAX LIEN .....	22
CERTIFICATE OF RELEASE OF FEDERAL TAX LIEN - CANCELLATION OF .....	125
CERTIFICATE OF RELEASE OF FEDERAL TAX LIEN - RESCISSION OF .....	125
CERTIFICATE OF RELEASE OF FEDERAL TAX LIEN - REVOCATION OF .....	125
CERTIFICATE OF RELEASE OF INHERITANCE TAX LIEN .....	23
CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY .....	36
CERTIFICATE OF RELIEF FROM CONTRACT VOIDABILITY .....	272
CERTIFICATE OF REVIVOR .....	277
CERTIFICATE OF SALE - BY COUNTY TREASURER .....	240
CERTIFICATE OF SALE - BY JUDICIAL FORECLOSURE .....	289
CERTIFICATE OF SALE - BY NON-JUDICIAL FORECLOSURE .....	288
CERTIFICATE OF SALE - BY SHERIFF OR MARSHAL .....	24
CERTIFICATE OF SALE-BY SUPERINTENDENT OF BANKS (DELETED 11/2001) .....	174
CERTIFICATE OF SATISFACTION OF JUDGMENT .....	108
CERTIFICATE OF STANDBY CHARGE .....	186
CERTIFICATE OF UNPAID CHARGES - UTILITY DISTRICT .....	204
CERTIFICATION OF TRUST .....	281
CESSATION - NOTICE OF .....	52
CESSATION OF LABOR - NOTICE OF .....	52
CESSATION OF SPECIAL TAX LIEN - NOTICE OF .....	179
CHARTER .....	282
CHATTEL MORTGAGE .....	DO NOT RECORD
CHILD SUPPORT JUDGMENT .....	188
CITY ANNEXATION - CERTIFICATE OF COMPLETION .....	10
CITY NAME CHANGE - AFFIDAVIT OF COMPLETION .....	9
CLAIM OF LIEN .....	45
CLOSURE OF SOLID WASTE DISPOSAL SITE - NOTICE OF LOCATION, COMPLETION .....	149
COMMISSIONER'S DEED .....	34
COMMUNITY PROPERTY DEED .....	34
COMMUNITY PROPERTY ORDER AND ORDER APPROVING FEES .....	82
COMPLETION - NOTICE OF .....	53
COMPLETION OF SOLID WASTE DISPOSAL SITE - NOTICE OF LOCATION, CLOSURE .....	149
COMPLIANCE - CERTIFICATE OF .....	129
CONDITIONAL CERTIFICATE OF COMPLIANCE .....	129
CONDITIONAL SALES CONTRACT .....	DO NOT RECORD
CONDITIONAL WAIVER & RELEASE OF MECHANIC'S LIEN	

**D-10**  
**DOCUMENT TITLE INDEX**

<b>RIGHTS .....</b>	<b>DO NOT RECORD</b>	
<b>CONDOMINIUM - NOTICE OF HOMEOWNER'S ASSESSMENT .....</b>	<b>51</b>	<b>CONTAMINATED PROPERTY - RELEASE OF LIEN .....</b>
<b>CONDOMINIUM PLAN .....</b>	<b>69</b>	<b>210</b>
<b>CONDOMINIUM PLAN - AMENDMENT TO .....</b>	<b>69</b>	<b>CONTINUATION STATEMENT .....</b>
<b>CONSENT AND WAIVER OF LANDLORD OF LIEN .....</b>	<b>93</b>	<b>102</b>
<b>CONSENT AND WAIVER OF LANDLORD OF REAL ESTATE LIEN .....</b>	<b>93</b>	<b>CONTRACT - AGRICULTURAL LAND .....</b>
<b>CONSENT OF LIENHOLDER AND SUBORDINATION OF LIEN .....</b>	<b>98</b>	<b>132</b>
<b>CONSENT TO REMOVAL OF PERSONAL PROPERTY AFFIXED TO REAL PROPERTY .....</b>	<b>93</b>	<b>CONTRACT - AGRICULTURAL PRESERVE .....</b>
<b>CONSENT TO USE LAND - NOTICE OF .....</b>	<b>28</b>	<b>132</b>
<b>CONSENT TO USE LAND - NOTICE OF REVOCATION OF .....</b>	<b>148</b>	<b>CONTRACT - BUILDING .....</b>
<b>CONSERVATION CONTRACT - WATERFOWL HABITAT .....</b>	<b>184</b>	<b>81</b>
<b>CONSERVATION EASEMENT .....</b>	<b>271</b>	<b>CONTRACT - CANCELLATION OF AGRICULTURAL LAND .....</b>
<b>CONSERVATION LAND CONTRACT .....</b>	<b>132</b>	<b>133</b>
<b>CONSERVATION LAND CONTRACT - CANCELLATION OF .....</b>	<b>133</b>	<b>CONTRACT - CANCELLATION OF AGRICULTURAL PRESERVE .....</b>
<b>CONSERVATOR - APPOINTMENT BY COURT ORDER .....</b>	<b>12</b>	<b>133</b>
<b>CONSERVATORSHIP - LETTERS OF .....</b>	<b>155</b>	<b>CONTRACT - DEVELOPMENT FEE .....</b>
<b>CONSOLIDATION MAP - JUDICIAL DISTRICT .....</b>	<b>117</b>	<b>176</b>
<b>CONSTRAINT - NOTICE OF .....</b>	<b>248</b>	<b>CONTRACT FOR CONSTRUCTION .....</b>
<b>CONSTRUCTION AGREEMENT .....</b>	<b>81</b>	<b>81</b>
<b>CONTAMINATED PROPERTY - NOTICE OF LIEN .....</b>	<b>210</b>	<b>CONTRACT - HISTORIC PROPERTY .....</b>
		<b>104</b>
		<b>CONTRACT IN PROPOSED ASSESSMENT DISTRICT - NOTICE OF AWARD OF .....</b>
		<b>231</b>
		<b>CONTRACT - LAND .....</b>
		<b>27</b>
		<b>CONTRACT OF SALE - CANCELLATION OF VETERANS .....</b>
		<b>150</b>
		<b>CONTRACT - WATERFOWL HABITAT CONSERVATION .....</b>
		<b>184</b>
		<b>CONTRACTOR'S LABOR AND MATERIAL BOND .....</b>
		<b>97</b>
		<b>CONVEYANCE - MEMBERSHIP CAMPGROUND .....</b>
		<b>201</b>
		<b>CONVEYANCE OF SUBSTANDARD PROPERTY - NOTICE OF .....</b>
		<b>284</b>
		<b>CONVEYANCE TO LIFE CARE PROVIDER - NOTICE OF INTENT</b>

## DOCUMENT TITLE INDEX

TO RESCIND.....	196
COPYRIGHTS - LITERATURE.....	DO NOT RECORD
COPYRIGHTS - MUSIC.....	DO NOT RECORD
CORNER RECORD - SURVEY.....	DO NOT RECORD
CORPORATION ASSIGNMENT OF DEED OF TRUST.....	31
CORPORATION - CERTIFICATE OF MERGER.....	84
CORPORATION GRANT DEED.....	34
CORRECTION - LIMITED LIABILITY COMPANIES.....	246
CORRECTION OF VIOLATION OF LAW.....	210
COUNTY AND JUDICIAL OFFICERS - BOND.....	244
COUNTY TREASURER - CERTIFICATE OF SALE.....	240
COUNTY UNSECURED PROPERTY TAX JUDGMENT - SATISFACTION OF.....	194
COUNTY UNSECURED PROPERTY TAX JUDGMENT.....	143
COURT DECREE - DISTRIBUTION.....	33
COURT DECREE - RELEASE OF MECHANIC'S LIEN.....	66
COURT ORDER.....	82
COURT ORDERED MAP.....	119
COVENANTS.....	7
COVENANTS, CONDITIONS AND RESTRICTIONS - DECLARATION OF.....	7
COVENANTS, CONDITIONS AND RESTRICTIONS - EXTENSION OF.....	7

**D-12**  
**DOCUMENT TITLE INDEX**

**D**

DEATH OF JOINT TENANT.....	3	DECLARATION OF MARRIAGE.....	DO NOT RECORD
DEATH OF JOINT TENANT - DECLARATION.....	3	DECLARATION OF REMOVAL - ABANDONED CEMETERY.....	86
DEATH - REPORT OF FOREIGN.....	142	DECLARATION OF RESTRICTIONS - CANCELLATION / RESCISSION.....	17
DEATH - UNITED STATES CERTIFICATE OF.....	142	DECLARATION OF SEVERANCE OF JOINT TENANCY.....	154
DECEASED SPOUSE - NOTICE OF INTEREST IN PROPERTY OF.....	229	DECLARATION OF STATUTORY LIMITATION ON TRANSFER.....	191
DECLARATION - DEATH OF JOINT TENANT.....	3	DECLARATION OF SUBSTANDARD BUILDING (DELETED 11/2001) DO NOT RECORD.....	166
DECLARATION FOR JUSTIFICATION OF BAIL.....	157	DECLARATION OF SUBSTANDARD BUILDING AND POSSIBLE DEMOLITION PROCEEDINGS (DELETED 11/2001) DO NOT RECORD.....	166
DECLARATION FOR LOST DEED OF TRUST.....	152	DECLARATION OF TRANSMUTATION.....	247
DECLARATION OF ANNEXATION.....	7	DECLARATION OF TRUST.....	35
DECLARATION OF COMMON INTEREST DEVELOPMENT ASSOCIATION.....	7	DECLARATION PURSUANT TO CC 2941.7.....	152
DECLARATION OF COMPLIANCE.....	129	DECLARATION RE: PROPOSED FULL RECONVEYANCE.....	152
DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS.....	7	DECREE.....	82
DECLARATION OF DEDICATION - CEMETERY.....	88	DECREE - COURT ORDERED RELEASE OF MECHANIC'S LIEN.....	56
DECLARATION OF DEDICATION - PET CEMETERY.....	8	DECREE OF DISSOLUTION.....	82
DECLARATION OF HOMESTEAD.....	32	DECREE OF DISTRIBUTION.....	33
DECLARATION OF IDENTITY (Deleted 11/2001).....	4	DECREE OF DISTRIBUTION - FINAL ACCOUNTING.....	33
DECLARATION OF INTENTION - PRIVATE CEMETERY.....	85	DECREE OF DISTRIBUTION - PARTIAL / FINAL.....	33
DECLARATION OF LAND PATENT.....	DO NOT RECORD	DEDICATION - ABANDONMENT OF RIGHT OF ACCEPTANCE OF IRREVOCABLE OFFER OF.....	136
DECLARATION OF LIFE CARE FACILITY.....	191	DEDICATION - ACCEPTANCE OF IRREVOCABLE OFFER OF.....	135

## DOCUMENT TITLE INDEX

DEDICATION - CERTIFICATE OF .....	163
DEDICATION - IRREVOCABLE OFFER OF .....	126
DEDICATION OF PROPERTY FOR PET CEMETERY .....	8
DEDICATION - OFFER OF .....	126
DEDICATION - OFFER OF STREET .....	126
DEED .....	34
DEED - COMMISSIONER'S .....	34
DEED - EXECUTOR'S .....	34
DEED - GRANT .....	34
DEED - GRANT OF EASEMENT .....	34
DEED IN LIEU OF FORECLOSURE .....	37
DEED - JOINT TENANCY .....	34
DEED - NOTICE OF RESCISSION OF FORECLOSURE .....	140
DEED OF EASEMENT .....	34
DEED OF PARTIAL RECONVEYANCE .....	62
DEED OF RECONVEYANCE .....	62
DEED OF RECONVEYANCE OF DEED OF TRUST - FULL / PARTIAL .....	62
DEED OF REVOCATION .....	139
DEED OF SALE .....	24
DEED OF TRUST .....	38
DEED OF TRUST - AMENDMENT .....	47
DEED OF TRUST - ASSIGNMENT .....	31
DEED OF TRUST - ASSUMPTION OF .....	137
DEED OF TRUST - BOND FOR LOST .....	153
DEED OF TRUST - DECLARATION FOR LOST .....	152
DEED OF TRUST - DISCHARGE BY TITLE COMPANY .....	182
DEED OF TRUST - FICTITIOUS .....	39
DEED OF TRUST - MODIFICATION OF .....	47
DEED OF TRUST - SUBORDINATED .....	87
DEED OF TRUST WITH ASSIGNMENT OF RENTS .....	38
DEED - QUITCLAIM .....	34
DEED - RESCISSION OF .....	139
DEED - REVOCATION OF .....	139
DEED - RIGHT-OF-WAY, EASEMENT .....	34
DEED - TRUSTEE'S .....	63
DEED - WARRANTY .....	34
DEFAULT - NOTICE OF .....	54
DEFAULT - NOTICE OF CANCELLATION OF .....	16
DEFAULT - REQUEST FOR NOTICE OF .....	65
DEFENDANT LIEN - INDIGENT .....	192
DEFENDANT ORDER - INDIGENT .....	192

**D-14**  
**DOCUMENT TITLE INDEX**

DEFERRED SALE OF HOME - ORDER (Deleted 11/2001) .....	181	DISCHARGE OF DEED OF TRUST BY TITLE COMPANY .....	182
DELINQUENCY OF PERSONAL PROPERTY TAX - CERTIFICATE OF .....	159	DISCHARGE OF MORTGAGE .....	172
DELINQUENT CHARGES - RESOLUTION OF CONFIRMATION OF .....	225	DISCLAIMER OF INTEREST - PROBATE ESTATE .....	250
DELINQUENT PERSONAL PROPERTY TAX CERTIFICATE .....	159	DISMISSAL OF LIS PENDENS .....	130
DELINQUENT SECURITY DEPOSIT - STATEMENT OF .....	242	DISMISSAL OF NOTICE OF ACTION .....	130
DELINQUENT TAX LIST - NOTICE OF .....	128	DISMISSAL - REQUEST FOR .....	DELETED
DELINQUENT TAX NOTICE .....	128	DISPOSAL SITE - NOTICE OF LOCATION, COMPLETION AND CLOSURE .....	149
DELINQUENT UTILITY CHARGES LIEN (DELETED 11/2001) .....	225-228	DISSOLUTION OF PARTNERSHIP - GENERAL .....	59
DELINQUENT WATER CHARGES - CERTIFICATE OF .....	106	DISSOLUTION OF PARTNERSHIP - LIMITED .....	18
DEMAND FOR RELEASE OF ABSTRACT OF JUDGMENT - ERRONEOUS PROPERTY OWNER .....	DO NOT RECORD	DISTRIBUTION - DECREE OF .....	33
DESCRIPTION - NOTICE OF FINAL .....	151	DISTRICT FORMATION .....	10
DESIGN PROFESSIONAL - NOTICE OF LIEN .....	212	DISTRICT FORMATION - CERTIFICATE OF COMPLETION .....	10
DESTROYED RECORDS RELIEF LAW - NOTICE OF OWNERSHIP .....	43	DISTRICT - NOTICE OF ASSESSMENT .....	50
DETERMINATION OF MERGER .....	67	DISTRICT REORGANIZATION .....	10
DEVELOPMENT FEE CONTRACT .....	176	DIVERSION AND USE OF WATER - LICENSE FOR .....	168
DIAGRAM - ASSESSMENT .....	112	DOCKED HORSES .....	DO NOT RECORD
DISCHARGE OF FEDERAL TAX LIEN .....	22	DURABLE POWER OF ATTORNEY .....	61
DISCHARGE OF PROPERTY FROM FEDERAL TAX LIEN .....	22		
DISCHARGE - MILITARY .....	36		

## DOCUMENT TITLE INDEX

### E

EASEMENT - ACKNOWLEDGEMENT AND ACCEPTANCE OF SUBSTITUTED .....	141
EASEMENT - CONSERVATION .....	271
EASEMENT - DEED OF .....	34
EASEMENT - GRANT OF .....	34
EASEMENT - HAZARDOUS WASTE .....	70
EASEMENT - NOTICE OF CLAIM OF .....	92
EASEMENT - NOTICE OF INTENT TO PRESERVE .....	94
ENVIRONMENTAL IMPACT REPORT .....	DO NOT RECORD
ENVIRONMENTAL RESTRICTIONS.....	273
ESTATE OF NOT MORE THAN \$100,000 - AFFIDAVIT OF .....	187
ESTOPPEL AFFIDAVIT.....	DO NOT RECORD
EXECUTOR - APPOINTMENT BY COURT ORDER .....	12
EXECUTOR'S DEED .....	34
EXEMPTION FROM SEPARATE ASSESSMENT - REQUEST FOR .....	193
EXONERATION OF BAIL BOND .....	158
EXTENSION OF COVENANTS, CONDITIONS AND RESTRICTIONS .....	7
EXTENSION OF MECHANIC'S LIEN - NOTICE OF .....	40

**D-16**  
**DOCUMENT TITLE INDEX**

**F**

FAMILY LAW ATTORNEY'S REAL PROPERTY LIEN .....	235	FINANCING STATEMENT CHANGE - FORM UCC 3 .....	102
FEDERAL TAX LIEN - CANCELLATION OF CERTIFICATE OF RELEASE .....	125	FIRE COMPANY - CERTIFICATE OF ORGANIZATION .....	243
FEDERAL TAX LIEN - CERTIFICATE OF NON-ATTACHMENT .....	171	FORECLOSURE - CERTIFICATE OF REDEMPTION .....	120
FEDERAL TAX LIEN - CERTIFICATE OF REDEMPTION .....	118	FORECLOSURE COMMISSIONER - HUD DESIGNATION OF .....	283
FEDERAL TAX LIEN - CERTIFICATE OF RELEASE OF .....	22	FORECLOSURE - DEED IN LIEU OF .....	37
FEDERAL TAX LIEN - NOTICE OF .....	26	FORECLOSURE DEED - NOTICE OF RESCISSION OF .....	140
FEDERAL TAX LIEN - REINSTATEMENT OF .....	125	FOREIGN SUPPORT ORDER .....	82
FEDERAL TAX LIEN - RESCISSION OF CERTIFICATE OF RELEASE .....	125	FORM UCC 1 - FINANCING STATEMENT .....	101
FEDERAL TAX LIEN - REVOCATION OF CERTIFICATE OF RELEASE .....	125	FORM UCC 3 - FINANCING STATEMENT CHANGE .....	102
FICTITIOUS BUSINESS NAME .....	DO NOT RECORD	FOUNDATION INSTALLATION - MOBILE HOME .....	19
FICTITIOUS BUSINESS NAME - ABANDONMENT .....	DO NOT RECORD	FULL RECONVEYANCE .....	62
FICTITIOUS DEED OF TRUST .....	39	FULL SATISFACTION OF JUDGMENT .....	108
FILED NOTICE OF FEDERAL TAX LIEN - WITHDRAWAL OF .....	256		
FINAL ACCOUNTING - DECREE OF DISTRIBUTION .....	33		
FINAL DECREE .....	82		
FINAL DESCRIPTION - NOTICE OF .....	151		
FINAL JUDGMENT .....	82		
FINAL MAP - SUBDIVISION .....	110		
FINANCING STATEMENT - FORM UCC 1 .....	101		

## DOCUMENT TITLE INDEX

<b>G</b>	
GARBAGE CHARGES - CERTIFICATE OF DELINQUENT .....	162
GARNISHMENT OF WAGES - PUBLIC EMPLOYEE .....	DO NOT RECORD
GAS & OIL LEASE - SURRENDER OF .....	34
GAS AND OIL LIEN .....	287
GENERAL PARTNERSHIP - DISSOLUTION OF .....	59
GENERAL PARTNERSHIP - STATEMENT OF .....	59
GENERAL POWER OF ATTORNEY .....	61
GIFT TAX LIEN - NOTICE BY STATE .....	147
GRAFFITI NUISANCE ABATEMENT LIEN .....	210
GRANT DEED .....	34
GRANT DEED - CORPORATION .....	34
GRANT DEED - PARTNERSHIP .....	34
GRANT OF ASSIGNMENT .....	222
GRANT OF EASEMENT .....	34
GRANT OF LIEN .....	235
GRANT OF RIGHT OF WAY .....	34
GUARANTEE OF GRANT .....	34
GUARANTEE OF TITLE .....	DO NOT RECORD
GUARDIAN - APPOINTMENT BY COURT ORDER .....	12

**D-18**  
**DOCUMENT TITLE INDEX**

<b>H</b>	
<b>HAZARDOUS WASTE AGREEMENT .....</b>	<b>70</b>
<b>HAZARDOUS WASTE EASEMENT - TERMINATION OF .....</b>	<b>71</b>
<b>HAZARDOUS WASTE LIEN .....</b>	<b>216</b>
<b>HAZARDOUS WASTE RESTRICTIONS .....</b>	<b>70</b>
<b>HAZARDOUS WASTE SITE - TERMINATION OF .....</b>	<b>71</b>
<b>HIGHWAY MAP .....</b>	<b>114</b>
<b>HIGHWAY MAP - STATE .....</b>	<b>114</b>
<b>HISTORIC PROPERTY CONTRACT .....</b>	<b>104</b>
<b>HISTORICAL RESOURCES DESIGNATION - RESOLUTION OF .....</b>	<b>224</b>
<b>HOMEOWNERS' ASSOCIATION - NOTICE OF ASSESSMENT .....</b>	<b>51</b>
<b>HOMEOWNERS' ASSOCIATION - RELEASE OF ASSESSMENT LIEN .....</b>	<b>131</b>
<b>HOMEOWNERS' ASSOCIATION - RELEASE OF ASSESSMENT LIEN .....</b>	<b>160</b>
<b>HOMEOWNERS' ASSOCIATION - STATEMENT OF .....</b>	<b>257</b>
<b>HOMESTEAD - ABANDONMENT OF .....</b>	<b>1</b>
<b>HOMESTEAD - DECLARATION OF .....</b>	<b>32</b>
<b>HUD - DESIGNATION OF FORECLOSURE COMMISSIONER .....</b>	<b>283</b>

## DOCUMENT TITLE INDEX

<p><b>I</b></p> <p>IDENTITY - AFFIDAVIT OF (Deleted 11/2001) ..... 4</p> <p>INCORPORATION - ARTICLES OF BUSINESS ASSOCIATION ..... 29</p> <p>INDIGENT DEFENDANT LIEN ..... 192</p> <p>INDIGENT DEFENDANT ORDER ..... 192</p> <p>INDIVIDUAL GRANT DEED ..... 34</p> <p>INDIVIDUAL JOINT TENANCY DEED ..... 34</p> <p>INDIVIDUAL QUITCLAIM DEED ..... 34</p> <p>INHERITANCE TAX LIEN - CERTIFICATE OF RELEASE OF ..... 23</p> <p>INJUNCTION ..... 82</p> <p>INSTALLMENT LAND CONTRACT OF SALE ..... 27</p> <p>INSTALLATION OF PERSONAL PROPERTY ON REAL PROPERTY ..... 93</p> <p>INSTALLMENT SALES CONTRACT ..... 27</p> <p>INSTRUMENT OF SURRENDER - OIL AND GAS LEASE ..... 34</p> <p>INTENDED SALE AND LEASEBACK - NOTICE OF ..... 79</p> <p>INTENDED SALE - NOTICE OF ..... 80</p> <p>INTENT TO PRESERVE AN EASEMENT - NOTICE OF ..... 94</p> <p>INTENT TO PRESERVE INTEREST - NOTICE OF ..... 138</p> <p>INTENT TO PRESERVE MINERAL RIGHTS - NOTICE OF ..... 78</p> <p>INTENTION TO DETERMINE STATUS ..... 67</p> <p>INTEREST IN LEASE - RELEASE OF ..... 165</p>	<p>INTEREST - NOTICE OF INTENT TO PRESERVE ..... 138</p> <p>INTERLOCUTORY DECREE ..... 82</p> <p>INTERLOCUTORY JUDGMENT ..... 82</p> <p>INTERSPOUSAL TRANSFER DEED ..... 34</p> <p>INTERSTATE SUPPORT JUDGMENT - NOTICE OF LIEN ..... 274</p> <p>INVALID LIEN - REMOVAL OF ..... 146</p> <p>IRREVOCABLE OFFER OF DEDICATION ..... 126</p> <p>IRREVOCABLE OFFER OF DEDICATION - ABANDONMENT OF RIGHT OF ACCEPTANCE ..... 136</p> <p>IRREVOCABLE OFFER OF DEDICATION - ACCEPTANCE OF ..... 135</p> <p>IRRIGATION DISTRICT - CERTIFICATE OF REDEMPTION ..... 21</p> <p>IRRIGATION DISTRICT - CERTIFICATE OF UNPAID CHARGES ..... 204</p>
--	---

**D-20**  
**DOCUMENT TITLE INDEX**

**J**

JOINT TENANCY - DECLARATION OF SEVERANCE OF .....	154
JOINT TENANCY DEED.....	34
JOINT TENANT - AFFIDAVIT OF DEATH .....	3
JOINT VENTURE STATEMENT .....	42
JUDGMENT .....	82
JUDGMENT - ABSTRACT OF.....	2
JUDGMENT - ABSTRACT OF SUPPORT.....	188
JUDGMENT - ACKNOWLEDGMENT OF SATISFACTION OF .....	108
JUDGMENT - AMENDMENT TO ABSTRACT OF .....	189
JUDGMENT - AWARD OF ARBITRATOR .....	173
JUDGMENT - COUNTY UNSECURED PROPERTY TAX.....	143
JUDGMENT LIEN - RELEASE FROM .....	145
JUDGMENT LIEN - SUBORDINATION OF.....	145
JUDGMENT - RENEWAL OF .....	124
JUDICIAL BOUNDARY MAP .....	117
JUDICIAL DISTRICT CONSOLIDATION MAP.....	117
JUDICIAL DISTRICT MAP.....	117
JUSTIFICATION OF BAIL - DECLARATION OF .....	157

## DOCUMENT TITLE INDEX

<b>L</b>	
LABOR AND MATERIAL BOND.....	97
LACK OF KNOWLEDGE AFFIDAVIT.....	238
LAND CONTRACT .....	27
LAND CONTRACT - AGRICULTURAL .....	132
LAND CONTRACT - ASSIGNMENT OF VENDEE'S INTEREST.....	30
LAND CONTRACT - ASSIGNMENT OF VENDOR'S INTEREST .....	30
LAND CONTRACT - CONSERVATION.....	132
LAND CONTRACT SECURED BY DEED OF TRUST.....	27
LAND CONTRACT - WILLIAMSON ACT .....	132
LAND - NOTICE OF CONSENT TO USE.....	28
LAND PATENT AND TRUST TERMINATION .....	170
LANDLORD WAIVER AND CONSENT .....	93
LANDLORD'S CONSENT AND WAIVER OF LIEN .....	93
LEASE.....	83
LEASE AGREEMENT.....	83
LEASE AGREEMENT - NOTICE TO ENFORCE .....	103
LEASE - AGREEMENT OF .....	83
LEASE - MEMORANDUM OF.....	83
LEASE - MODIFICATION OF .....	83
LEASE - OIL & GAS.....	83
LEASE - REAL PROPERTY .....	83
LEASE RELEASE .....	165
LEASE - RELEASE OF LESSEE'S INTEREST .....	165
LEASE - RESIDENTIAL.....	83
LEASE - SITE.....	83
LEGAL ASSISTANTS BOND .....	48
LESSEE'S INTEREST - ASSIGNMENT OF .....	30
LESSEE'S INTEREST IN LEASE - RELEASE OF .....	165
LESSOR'S INTEREST - ASSIGNMENT OF .....	30
LETTERS OF ADMINISTRATION .....	164
LETTERS OF CONSERVATORSHIP.....	155
LETTERS TESTAMENTARY .....	164
LEVY - NOTICE OF .....	13
LICENSE FOR DIVERSION AND USE OF WATER.....	168
LICENSE - WATER - ORDER REVOKING .....	169
LIEN - BREEDERS.....	249
LIEN - DELINQUENT UTILITY CHARGES.....	162
LIEN - GRANT OF.....	235
LIEN - HAZARDOUS WASTE.....	216
LIEN - INDIGENT DEFENDANT .....	192
LIEN - MECHANIC'S .....	45

**D-22**  
**DOCUMENT TITLE INDEX**

LIEN - NOTICE OF ABATEMENT.....	105	LIEN - RELEASE OF MECHANIC'S BY COURT DECREE.....	66
LIEN - NOTICE OF RECEIVER'S CERTIFICATE.....	266	LIEN RELEASE - SURETY BOND.....	15
LIEN - NOTICE OF DELINQUENT UTILITY CHARGES.....	162	LIEN - REMOVAL OF INVALID.....	146
LIEN - NOTICE OF DESIGN PROFESSIONAL.....	212	LIFE CARE FACILITY - DECLARATION OF.....	191
LIEN - NOTICE OF DISTRICT ASSESSMENT.....	50	LIFE CARE PROVIDER - NOTICE OF LIEN.....	198
LIEN - NOTICE OF EXTENSION OF MECHANIC'S.....	40	LIMITATION ON TRANSFER - DECLARATION OF.....	191
LIEN - NOTICE OF FEDERAL TAX.....	26	LIMITED LIABILITY COMPANIES - AMENDMENT.....	246
LIEN - NOTICE OF GRAFFITI NUISANCE ABATEMENT.....	239	LIMITED LIABILITY COMPANIES - APPLICATION FOR REGISTRATION (FOREIGN).....	246
LIEN - NOTICE OF HOMEOWNERS' ASSOCIATION ASSESSMENT.....	51	LIMITED LIABILITY COMPANIES - ARTICLES OF INCORPORATION.....	246
LIEN - NOTICE OF LIFE CARE PROVIDER.....	198	LIMITED LIABILITY COMPANIES - CERTIFICATE OF MERGER.....	245
LIEN - NOTICE OF NUISANCE ABATEMENT.....	210	LIMITED LIABILITY COMPANIES - CERTIFICATE OF REGISTRATION (FOREIGN).....	246
LIEN - NOTICE OF SEISMIC BUILDING HAZARD.....	207	LIMITED LIABILITY COMPANIES - CORRECTION.....	246
LIEN - NOTICE OF STATE MEDI-CAL.....	237	LIMITED PARTNERSHIP AGREEMENT.....	18
LIEN - NOTICE OF STATE TAX.....	25	LIMITED PARTNERSHIP - CERTIFICATE OF.....	18
LIEN - NOTICE OF SUBSTANDARD BUILDING.....	210	LIMITED PARTNERSHIP - DISSOLUTION OF.....	18
LIEN FOR FINE - NOTICE OF.....	26	LIMITED PARTNERSHIP - STATEMENT OF.....	18
LIEN RELEASE BOND.....	15	LIS PENDENS - NOTICE OF PENDING ACTION.....	44
LIEN RELEASE - CERTIFICATE OF FEDERAL TAX.....	22	LIS PENDENS - WITHDRAWAL OF.....	130
LIEN RELEASE - CERTIFICATE OF INHERITANCE TAX.....	23	LITERATURE - COPYRIGHTS.....	DO NOT RECORD
LIEN - RELEASE OF.....	160		

## DOCUMENT TITLE INDEX

LOCATION, COMPLETION, AND CLOSURE OF SOLID WASTE DISPOSAL SITE - NOTICE OF.....	149
LONG FORM ALL-INCLUSIVE DEED OF TRUST, ASSIGNMENT OF RENTS & REQUEST FOR NOTICE.....	38
LONG FORM SECURITY (INSTALLMENT) LAND CONTRACT WITH POWER OF SALE.....	27
LOST DEED OF TRUST - BOND FOR.....	153
LOST DEED OF TRUST - DECLARATION FOR.....	152
LOT LINE ADJUSTMENT.....	96
LOT LINE ADJUSTMENT - CERTIFICATE OF COMPLIANCE.....	96
LOT SPLIT.....	110
LOW COST HOUSING - CERTIFICATE.....	203
LOW COST HOUSING OBLIGATION AGREEMENT.....	202
LOW COST HOUSING - REGULATORY AGREEMENT.....	161

**D-24**  
**DOCUMENT TITLE INDEX**

**M**

MAJOR SUBDIVISION MAP .....	110	MAP - RIGHT OF WAY RECORD .....	114
MAJORITY ACTION AFFIDAVIT .....	254	MAP - SEISMIC HAZARD .....	205
MANUFACTURED HOME INSTALLATION ON FOUNDATION - NOTICE OF .....	19	MAP - STATE HIGHWAY .....	114
MAP - AMENDED / AMENDING .....	113	MAP - SUBDIVISION .....	110
MAP - AMENDED CEMETERY .....	116	MARSHAL OR SHERIFF - CERTIFICATE OF SALE .....	24
MAP - AMENDED PARCEL .....	113	MASTER DISPUTE RESOLUTION DECLARATION - TITLE 7 .....	275
MAP - AMENDED RECORD OF SURVEY .....	113	MECHANIC'S LIEN .....	45
MAP - AMENDED SUBDIVISION .....	113	MECHANIC'S LIEN - NOTICE OF EXTENSION OF .....	40
MAP - ASSESSMENT .....	112	MECHANIC'S LIEN - RELEASE BY CLAIMANT .....	64
MAP - ASSESSMENT DIAGRAM .....	112	MECHANIC'S LIEN - RELEASE BY COURT DECREE .....	66
MAP - CEMETERY .....	116	MEDI-CAL - NOTICE OF STATE LIEN .....	237
MAP - DISTRICT ASSESSMENT .....	112	MEMBERSHIP CAMPGROUND CONVEYANCE .....	201
MAP EXCLUDING PROPERTY .....	119	MEMBERSHIP CAMPGROUND - NOTICE OF RIGHT TO CURE DEFAULT .....	199
MAP GUARANTEE .....	DO NOT RECORD	MEMORANDUM OF AGREEMENT FOR RENT CONTROL .....	185
MAP - JUDICIAL DISTRICT .....	117	MEMORANDUM OF INTENT TO WITHDRAW RENT/LEASE ACCOMMODATIONS .....	260
MAP - OFFICIAL .....	115	MEMORANDUM OF INTEREST IN CONTINUING CARE/RETIREMENT COMMUNITY PROPERTY .....	263
MAP - PARCEL .....	110	MEMORANDUM OF LEASE .....	83
MAP - RECORD OF SURVEY .....	111	MEMORANDUM OF LEASE AGREEMENT .....	83
MAP - REVERSION TO ACREAGE .....	119	MEMORANDUM - RENT CONTROL .....	185
		MERGER CERTIFICATE - BY SUPERINTENDENT OF BANKS (Deleted 11/2001) .....	174

## DOCUMENT TITLE INDEX

MERGER CERTIFICATE - CORPORATION.....	84	MODIFICATION OF OIL AND GAS LEASE .....	83
MERGER CERTIFICATE - STATE / NATIONAL BANKS (Deleted 11/2001) See page 84 .....	46	MODIFICATION OF RESTRICTIONS.....	7
MERGER - DETERMINATION OF.....	67	MODIFIED ASSESSMENT MAP .....	112
MERGER - NOTICE OF .....	67	MORTGAGE.....	49
MILITARY DISCHARGE .....	36	MORTGAGE - DISCHARGE / SATISFACTION .....	172
MILL SITE - NOTICE OF INTENT TO HOLD (DELETED 11/2001) PROVISION REPEALED .....	195	MORTGAGE - RELEASE OF .....	172
MINERAL DEED WITH RIGHT OF ENTRY .....	34	MORTGAGEE'S WAIVER AND CONSENT .....	93
MINERAL DEED WITHOUT RIGHT OF ENTRY .....	34	MOTOR VEHICLE REGISTRATION.....	DO NOT RECORD
MINERAL RIGHTS - NOTICE OF INTENT TO PRESERVE.....	78	MUSIC - COPYRIGHTS .....	DO NOT RECORD
MINING CLAIM - AFFIDAVIT OF LABOR.....	68		
MINING CLAIM - ASSESSMENT WORK NOTICE .....	68		
MINING CLAIM - NOTICE OF LOCATION.....	55		
MINING CLAIM - PROOF OF LABOR .....	68		
MINOR SUBDIVISION .....	110		
MOBILEHOME - CERTIFICATE OF OCCUPANCY.....	19		
MOBILEHOME - FOUNDATION INSTALLATION.....	19		
MOBILEHOME - NOTICE OF CONVERSION TO A FIXTURE IMPROVEMENT TO REAL PROPERTY.....	236		
MODIFICATION OF BUILDING CONTRACT .....	81		
MODIFICATION OF DEED OF TRUST.....	47		
MODIFICATION OF LEASE.....	83		

**D-26**  
**DOCUMENT TITLE INDEX**

**N**

NAME CHANGE - RESOLUTION OF SANITATION DISTRICT.....	180
NATIONAL BANKS - CERTIFICATE OF MERGER.....	46
NEGATIVE DECLARATION - ENVIRONMENTAL IMPACT REPORT.....	DO NOT RECORD
NONACCEPTANCE OF A RECORDED DEED - NOTICE OF.....	233
NONATTACHMENT OF FEDERAL TAX LIEN.....	171
NONDISTURBANCE AGREEMENT - CAMPGROUND.....	200
NONMERGER - NOTICE OF.....	67
NONRENEWAL - NOTICE OF.....	220
NONRESPONSIBILITY - NOTICE OF.....	56
NOTARY BOND.....	48
NOTARY BOND - CANCELLATION OF.....	219
NOTICE - EXTENSION OF MECHANIC'S LIEN.....	40
NOTICE OF ABATEMENT.....	206
NOTICE OF ABATEMENT LIEN (DELETED 11/2001).....	210
NOTICE OF ABATEMENT - SEISMIC BUILDING HAZARD.....	206
NOTICE OF ACTION.....	44
NOTICE OF ACTION - WITHDRAWAL OF.....	130
NOTICE OF ADVANCE.....	47
NOTICE OF AFFORDABILITY RESTRICTIONS ON TRANSFER OF PROPERTY.....	291

NOTICE OF ASSESSMENT - ADDENDUM TO.....	178
NOTICE OF ASSESSMENT - DISTRICT.....	50
NOTICE OF ASSESSMENT - HOMEOWNERS' ASSOCIATION.....	51
NOTICE OF ASSESSMENT LIEN - RELEASE OF.....	131
NOTICE OF ASSESSMENT LIEN - SATISFACTION OF.....	131
NOTICE OF ASSUMPTION OF TRANSFEROR'S DEBTS - BULK SALE.....	209
NOTICE OF ATTACHMENT.....	241
NOTICE OF AWARD OF CONTRACT IN PROPOSED ASSESSMENT DISTRICT.....	231
NOTICE OF BUILDER'S ALTERNATIVE DISPUTE RESOLUTION.....	275
NOTICE OF BULK SALE.....	80
NOTICE OF CANCELLATION OF SPECIAL TAX LIEN.....	183
NOTICE OF CANCELLATION - VETERAN'S CONTRACT OF SALE.....	150
NOTICE OF CESSATION.....	52
NOTICE OF CESSATION OF LABOR.....	52
NOTICE OF CESSATION OF SPECIAL TAX LIEN.....	179
NOTICE OF CLAIM OF LIEN.....	45
NOTICE OF CLAIM OF MECHANIC'S LIEN.....	45
NOTICE OF CLAIM OF PRIVATE EASEMENT.....	92
NOTICE OF CLAIM OF WATER RIGHTS PROCEEDINGS.....	72
NOTICE OF COMPLETION.....	53

## DOCUMENT TITLE INDEX

<p>NOTICE OF COMPLIANCE ..... 129</p> <p>NOTICE OF COMPLIANCE - SUB-STANDARD BUILDING ..... 214</p> <p>NOTICE OF CONSENT TO USE LAND ..... 28</p> <p>NOTICE OF CONSENT TO USE LAND - REVOCATION OF ..... 148</p> <p>NOTICE OF CONSERVATION EASEMENT ..... 266</p> <p>NOTICE OF CONSTRAINT ..... 248</p> <p>NOTICE OF CONVERSION FROM TAX-DEEDED PROPERTY TO TAX DEFAULTED PROPERTY SUBJECT TO POWER OF SALE - RELEASE OF EQUITY ..... 76</p> <p>NOTICE OF CONVEYANCE OF SUBSTANDARD PROPERTY ..... 284</p> <p>NOTICE OF DEFAULT ..... 54</p> <p>NOTICE OF DEFAULT AND ELECTION TO SELL UNDER TRUST DEED ..... 54</p> <p>NOTICE OF DEFAULT BY BENEFICIARY / MORTGAGEE - RENEWAL OF REQUEST FOR ..... 90</p> <p>NOTICE OF DEFAULT BY BENEFICIARY / MORTGAGEE - REQUEST FOR ..... 90</p> <p>NOTICE OF DEFAULT - CANCELLATION ..... 16</p> <p>NOTICE OF DEFAULT - CANCELLATION OF REQUEST FOR ..... 127</p> <p>NOTICE OF DEFAULT - REQUEST FOR COPY OF ..... 65</p> <p>NOTICE OF DEFAULT - RESCISSION OF REQUEST FOR ..... 127</p> <p>NOTICE OF (DELINQUENT) ASSESSMENT - HOMEOWNERS' ASSOCIATION ..... 51</p> <p>NOTICE OF DELINQUENT TAX LIST ..... 128</p> <p>NOTICE OF DELINQUENT UTILITY CHARGES ..... 162</p> <p>NOTICE OF DETERMINATION AND NEGATIVE ENVIRONMENTAL IMPACT REPORT ..... DO NOT RECORD</p>	<p>NOTICE OF DETERMINATION - ENVIRONMENTAL IMPACT REPORT ..... DO NOT RECORD</p> <p>NOTICE OF ENHANCED PROTECTION AGREEMENT ..... 275</p> <p>NOTICE OF ESTRAY ANIMALS ..... DO NOT RECORD</p> <p>NOTICE OF EXEMPTION - ENVIRONMENTAL IMPACT REPORT ..... DO NOT RECORD</p> <p>NOTICE OF EXTENSION OF MECHANIC'S LIEN ..... 40</p> <p>NOTICE OF FEDERAL INTEREST ..... 278</p> <p>NOTICE OF FEDERAL TAX LIEN ..... 26</p> <p>NOTICE OF FINAL DESCRIPTION ..... 151</p> <p>NOTICE OF GARBAGE (REFUSE) LIEN ..... 227</p> <p>NOTICE OF GRAFFITI NUISANCE ABATEMENT LIEN ..... 239</p> <p>NOTICE OF HAZARDOUS WASTE LIEN ..... 216</p> <p>NOTICE OF INTENDED SALE ..... 80</p> <p>NOTICE OF INTENDED SALE AND INTENDED SECURITY AGREEMENT ..... 80</p> <p>NOTICE OF INTENDED SALE AND LEASEBACK ..... 79</p> <p>NOTICE OF INTENDED SALE AND LEASEBACK AND INTENDED SECURITY AGREEMENT ..... 79</p> <p>NOTICE OF INTENDED TRANSFER OF RETAIL ALCOHOLIC BEVERAGE LICENSE ..... 99</p> <p>NOTICE OF INTENT TO HOLD - MILL SITE ..... 185</p> <p>NOTICE OF INTENT TO PRESERVE AN EASEMENT ..... 94</p> <p>NOTICE OF INTENT TO PRESERVE INTEREST ..... 138</p> <p>NOTICE OF INTENT TO PRESERVE MINERAL RIGHTS ..... 78</p>
---	---

**D-28**  
**DOCUMENT TITLE INDEX**

NOTICE OF INTENT TO REMOVE DELINQUENT SPECIAL INSTALLMENT FROM TAX ROLL .....	251	NOTICE OF LIEN - SUBSTANDARD BUILDING .....	210
NOTICE OF INTENT TO RESCIND CONVEYANCE TO LIFE CARE PROVIDER .....	196	NOTICE OF LIEN - WATER POLLUTION CLEANUP AND ABATEMENT .....	223
NOTICE OF INTENTION TO DETERMINE STATUS .....	67	NOTICE OF LOCATION .....	55
NOTICE OF INTEREST IN PROPERTY OF DECEASED SPOUSE .....	229	NOTICE OF LOCATION, COMPLETION AND CLOSURE OF SOLID WASTE DISPOSAL SITE .....	149
NOTICE OF INTEREST IN REAL PROPERTY UNDER A WILL .....	229	NOTICE OF LOCATION - MINING CLAIM .....	55
NOTICE OF LEVY .....	13	NOTICE OF LOT LINE ADJUSTMENT .....	96
NOTICE OF LIEN ASSESSMENT - HOMEOWNERS' ASSOCIATION .....	51	NOTICE OF MANUFACTURED HOME INSTALLATION FOUNDATION .....	19
NOTICE OF LIEN - CONTAMINATED PROPERTY/MOBILEHOME/MANUFACTURED HOME.....	210	NOTICE OF MERGER .....	67
NOTICE OF LIEN - RECEIVER'S CERTIFICATE .....	266	NOTICE OF MOBILEHOME CONVERSION TO A FIXTURE IMPROVEMENT TO REAL PROPERTY .....	236
NOTICE OF LIEN - DESIGN PROFESSIONAL .....	212	NOTICE OF NONACCEPTANCE OF A RECORDED DEED .....	233
NOTICE OF LIEN FOR DELINQUENT UTILITY CHARGES .....	162	NOTICE OF NON-ADVERSARIAL AGREEMENT .....	275
NOTICE OF LIEN FOR FINE .....	26	NOTICE OF NONCOMPLIANCE - SUBSTANDARD BUILDING.....	215
NOTICE OF LIEN FOR SEWER SERVICE CHARGES .....	162	NOTICE OF NONMERGER .....	67
NOTICE OF LIEN - INTERSTATE SUPPORT JUDGMENT .....	274	NOTICE OF NONRENEWAL .....	220
NOTICE OF LIEN - LIFE CARE PROVIDER .....	198	NOTICE OF NONRESPONSIBILITY .....	56
NOTICE OF LIEN - MOBILEHOME/MANUFACTURED HOME/RV.....	210	NOTICE OF OWNERSHIP .....	43
NOTICE OF LIEN - NUISANCE ABATEMENT .....	210	NOTICE OF OWNERSHIP AND CLAIM TO REAL PROPERTY UNDER THE DESTROYED RECORDS RELIEF LAW.....	43
NOTICE OF LIEN - SEISMIC BUILDING HAZARD.....	207	NOTICE OF PENDENCY OF ACTION .....	44
NOTICE OF LIEN - STATE MEDI-CAL .....	237	NOTICE OF PENDENCY OF ACTION - WITHDRAWAL OF .....	130

## DOCUMENT TITLE INDEX

NOTICE OF PENDING ACTION.....	44	NOTICE OF SALE AND INTENDED SECURITY AGREEMENT.....	80
NOTICE OF PENDING ACTION - LIS PENDENS.....	44	NOTICE OF SALE, TRANSFER OR ACQUISITION OF STOCK OF A RETAIL ALCOHOLIC BEVERAGE LICENSED CORPORATION AND OF INTENTION TO TRANSFER ALCOHOLIC BEVERAGE LICENSE .....	100
NOTICE OF PENDING ACTION - WITHDRAWAL OF .....	130	NOTICE OF SALE UNDER DEED OF TRUST .....	57
NOTICE OF PENDING ACTION/PROCEEDING - ENFORCEMENT AGENCY.....	208	NOTICE OF SEWER LIEN .....	227
NOTICE OF PRELITIGATION PROCEDURES.....	275	NOTICE OF SEWER LIEN - ASSESSMENT DISTRICT .....	228
NOTICE OF POWER OF SALE.....	128	NOTICE OF SPECIAL TAX LIEN .....	177
NOTICE OF POWER TO SELL TAX DEFAULTED PROPERTY.....	73	NOTICE OF SPECIAL TAX LIEN - ADDENDUM TO .....	190
NOTICE OF PUBLIC SERVICE LIEN.....	162	NOTICE OF SPECIAL TAX LIEN - AIRCRAFT REPAIR .....	DO NOT RECORD
NOTICE OF RECLAMATION PLAN APPROVAL .....	285	NOTICE OF SPECIAL TAX LIEN - AMENDMENT TO .....	213
NOTICE OF REFUSE LIEN .....	227	NOTICE OF STATE GIFT TAX LIEN .....	147
NOTICE OF RELEASE OF NOTICE OF INTENTION TO DETERMINE STATUS.....	67	NOTICE OF STATE MEDI-CAL LIEN .....	237
NOTICE OF RESCISSION .....	16	NOTICE OF STATE TAX LIEN .....	25
NOTICE OF RESCISSION - DEFAULT .....	16	NOTICE OF STATUS - MERGER.....	67
NOTICE OF RESCISSION BY EQUITY OWNER .....	140	NOTICE OF STATUS - NONMERGER.....	67
NOTICE OF RESCISSION OF TRUSTEE'S DEED .....	232	NOTICE OF STATUTORY LIMITATION ON TRANSFER.....	191
NOTICE OF RECISSION OF VIOLATION OF THE COASTAL ACT .....	270	NOTICE OF SUBSTANDARD BUILDING .....	166
NOTICE OF REVOCATION .....	148	NOTICE OF SUBSTANDARD BUILDING LIEN.....	105
NOTICE OF REVOCATION OF CONSENT TO USE LAND .....	148	NOTICE OF SUPPORT JUDGMENT .....	276
NOTICE OF REVOCATION TO USE LAND .....	148	NOTICE OF TRUSTEE'S SALE .....	57
NOTICE OF RIGHT TO CURE DEFAULT - MEMBERSHIP CAMPGROUND .....	199	NOTICE OF UTILITY LIEN.....	227

**D-30**  
**DOCUMENT TITLE INDEX**

<b>NOTICE OF UTILITY LIEN - PARK AND RECREATION .....</b>	<b>226</b>
<b>NOTICE OF VIOLATION .....</b>	<b>77</b>
<b>NOTICE OF VIOLATION OF THE COASTAL ACT .....</b>	<b>269</b>
<b>NOTICE OF WASTE DISPOSAL SITE .....</b>	<b>149</b>
<b>NOTICE OF WITHDRAWAL OF LIS PENDENS .....</b>	<b>130</b>
<b>NOTICE OF WITHDRAWAL OF NONRENEWAL.....</b>	<b>221</b>
<b>NOTICE OF WITHDRAWAL OF NOTICE OF ACTION .....</b>	<b>130</b>
<b>NOTICE OF ZONING VIOLATION.....</b>	<b>166</b>
<b>NOTICE TO CREDITORS .....</b>	<b>80</b>
<b>NOTICE TO CREDITORS OF BULK SALE.....</b>	<b>80</b>
<b>NOTICE TO CREDITORS OF BULK SALE AND INTENDED SECURITY AGREEMENT.....</b>	<b>80</b>
<b>NOTICE TO ENFORCE LEASE AGREEMENT.....</b>	<b>103</b>
<b>NOTICE TO ENFORCE RENT AGREEMENT.....</b>	<b>103</b>
<b>NOTICE TO TERMINATE TENANCY .....</b>	<b>DO NOT RECORD</b>
<b>NOTICE OF UTILITY LIEN .....</b>	<b>227</b>
<b>NUISANCE ABATEMENT - NOTICE OF LIEN .....</b>	<b>210</b>
<b>NUISANCE ABATEMENT - RELEASE OF LIEN .....</b>	<b>211</b>

## DOCUMENT TITLE INDEX

<b>O</b>	
OBLIGATION - RELEASE OF .....	182
OCCUPANCY - CERTIFICATE OF MOBILE HOME .....	19
OFFER OF DEDICATION .....	126
OFFER OF DEDICATION - ABANDONMENT OF RIGHT OF ACCEPTANCE OF .....	136
OFFER OF DEDICATION - ACCEPTANCE OF IRREVOCABLE .....	135
OFFER OF STREET DEDICATION .....	126
OFFICIAL MAP .....	115
OFFICIAL REDEEMING OFFICER - CERTIFICATE OF .....	107
OIL AND GAS LEASE .....	83
OIL AND GAS LEASE - SURRENDER OF .....	34
OIL AND GAS LIEN .....	287
OPTION .....	58
OPTION TO PURCHASE .....	58
ORDER .....	82
ORDER APPOINTING RECEIVER - SEISMIC BUILDING HAZARD .....	208
ORDER APPOINTING TRUSTEE .....	82
ORDER AUTHORIZING COMPROMISE .....	82
ORDER AUTHORIZING CONVEYANCE .....	82
ORDER AUTHORIZING LEASE .....	82
ORDER AUTHORIZING SALE - MINING PROPERTY .....	82

ORDER AUTHORIZING SALE OF REAL PROPERTY .....	82
ORDER AUTHORIZING TRUSTEE DEED OR MORTGAGE .....	82
ORDER - BANKRUPTCY .....	82
ORDER CONFIRMING ASSESSMENT .....	50
ORDER CONFIRMING SALE .....	82
ORDER - DEFERRED SALE OF HOME (DELETED) .....	181
ORDER EXONERATING PROPERTY BOND .....	158
ORDER EXPUNGING NOTICE OF ACTION .....	82
ORDER - FOREIGN SUPPORT .....	82
ORDER FOR DEFERRED SALE OF HOME .....	181
ORDER - INDIGENT DEFENDANT .....	192
ORDER OF DISMISSAL .....	175
ORDER RELEASING BAIL BOND .....	158
ORDER REVOKING LICENSE .....	169
ORDER REVOKING WATER LICENSE .....	169
ORDER SETTLING FINAL ACCOUNT AND DECREE OF DISTRIBUTION UNDER WILL .....	33
ORDER VACATING NOTICE OF ACTION .....	82
ORDER VACATING NOTICE OF ACTION - ABATEMENT .....	82
ORDER VACATING ORDER CONFIRMING SALE .....	82
OWNERSHIP CERTIFICATE - CORPORATION .....	84
OWNERSHIP - NOTICE OF .....	43

**D-32**   
**DOCUMENT TITLE INDEX**

**OWNERSHIP REPORT - PRELIMINARY CHANGE OF ..... DO NOT RECORD**

## DOCUMENT TITLE INDEX

**P**

PARCEL MAP ..... 110

PARCEL MAP - AMENDED ..... 113

PARCEL MAP - REVERSION TO ACREAGE ..... 119

PARK AND RECREATION - NOTICE OF UTILITY LIEN ..... 226

PARTIAL RECONVEYANCE ..... 62

PARTIAL RELEASE OF CERTIFICATE OF CANCELLATION LIEN - AG PRESERVE ..... 134

PARTIAL RESCISSION OF NOTICE OF POWER TO SELL TAX DEFAULTED PROPERTY ..... 74

PARTNERSHIP - CERTIFICATE OF LIMITED ..... 18

PARTNERSHIP - DISSOLUTION OF GENERAL ..... 59

PARTNERSHIP - DISSOLUTION OF LIMITED ..... 18

PARTNERSHIP - STATEMENT OF GENERAL ..... 59

PATENT AND TRUST TERMINATION - STATE OF CALIFORNIA ..... 170

PATENTS - INVENTIONS ..... DO NOT RECORD

PAYEE - SUBSTITUTION OF ..... 252

PAYMENT BOND ..... 97

PAYMENT BOND - PUBLIC WORKS ..... DO NOT RECORD

PAYMENT OF TRANSFER FEE REQUIRED ..... 290

PENDING ACTION - NOTICE OF LIS PENDENS ..... 44

PERFORMANCE BOND ..... 97

PERMISSION TO USE LAND - NOTICE OF REVOCATION OF ..... 148

PERMIT - REVOCATION OF TIMBERLAND CONVERSION ..... 218

PERMIT - TIMBERLAND CONVERSION ..... 217

PERMIT TO ENTER ..... 5

PERSONAL PROPERTY TAX - CERTIFICATE OF DELINQUENCY ..... 159

PERSONAL PROPERTY TAX - JUDGMENT ..... 143

PET CEMETERY - DEDICATION OF DECLARATION ..... 8

PHOTOCOPIER BOND ..... 48

PLAN - CONDOMINIUM ..... 69

POSSESSION AND USE AGREEMENT ..... 5

POSTNUPTIAL AGREEMENT ..... 11

POSTPONED PROPERTY TAXES - SUBORDINATION OF ..... 60

POWER OF ATTORNEY ..... 61

POWER OF ATTORNEY - DURABLE ..... 61

POWER OF ATTORNEY FOR CORPORATE SURETY BONDS ..... DO NOT RECORD

POWER OF ATTORNEY - LACK OF KNOWLEDGE ..... 238

POWER OF ATTORNEY - REVOCATION OF ..... 41

POWER TO SELL TAX DEFAULTED PROPERTY - NOTICE OF ..... 73

PRELIMINARY CHANGE OF OWNERSHIP REPORT ..... DO NOT RECORD

PRELIMINARY NOTICE ..... DO NOT RECORD (MAY BE FILED)

PRELIMINARY 20-DAY NOTICE ..... DO NOT RECORD (MAY BE FILED)

PREMARITAL AGREEMENT ..... 11

**D-34**  
**DOCUMENT TITLE INDEX**

<b>PREMARITAL AGREEMENT - CANCELLATION OF .....</b>	<b>123</b>
<b>PREMARITAL AGREEMENT - REVOCATION OF .....</b>	<b>123</b>
<b>PROBATE ESTATE - DISCLAIMER OF INTEREST .....</b>	<b>250</b>
<b>PRENUPTIAL AGREEMENT.....</b>	<b>11</b>
<b>PRENUPTIAL AGREEMENT - CANCELLATION OF .....</b>	<b>123</b>
<b>PRENUPTIAL AGREEMENT - REVOCATION OF .....</b>	<b>123</b>
<b>PROCESS SERVER BOND .....</b>	<b>48</b>
<b>PROMISSORY NOTICE.....</b>	<b>DO NOT RECORD</b>
<b>PROOF OF LABOR - MINING CLAIM .....</b>	<b>68</b>
<b>PROOF OF OWNERSHIP .....</b>	<b>DO NOT RECORD</b>
<b>PROPERTY BOND - ORDER EXONERATING .....</b>	<b>158</b>
<b>PROPERTY DIVISION MAP .....</b>	<b>110</b>
<b>PROPERTY OF DECEASED SPOUSE - NOTICE OF INTEREST IN .....</b>	<b>229</b>
<b>PROPERTY TAX - CERTIFICATE OF DELINQUENCY - PERSONAL PROPERTY .....</b>	<b>159</b>
<b>PROPERTY TAX JUDGMENT - COUNTY UNSECURED .....</b>	<b>143</b>
<b>PROPERTY TAX JUDGMENT - SATISFACTION OF UNSECURED .....</b>	<b>194</b>
<b>PROPERTY TAX - PERSONAL - CERTIFICATE OF DELINQUENCY .....</b>	<b>159</b>
<b>PROPOSED DISTRICT ASSESSMENT MAP .....</b>	<b>112</b>
<b>PUBLIC SERVICE LIEN .....</b>	<b>162</b>
<b>PURCHASE - OPTION .....</b>	<b>58</b>

## DOCUMENT TITLE INDEX

<b>Q</b>	
QUITCLAIM DEED.....	34
QUITCLAIM OF OIL AND GAS LEASE.....	34

**D-36**  
**DOCUMENT TITLE INDEX**

**R**

REAL PROPERTY AGREEMENT .....	5	RECONVEYANCE - REVOCATION OF .....	91
REAL PROPERTY LEASE .....	83	RECORD OF SURVEY .....	111
REAL PROPERTY OF SMALL VALUE - \$20,000 OR LESS - AFFIDAVIT RE: .....	230	RECORD OF SURVEY - AMENDED .....	113
REASSIGNMENT OF DEED OF TRUST .....	31	RECORDED DEED - NOTICE OF NONACCEPTANCE OF .....	233
REASSIGNMENT OF LEASE .....	30	REDEMPTION - CERTIFICATE OF FEDERAL TAX LIEN .....	118
REASSIGNMENT OF RENTS AND LEASES .....	30	REDEMPTION RELEASE - RIGHT OF .....	118
RECEIPT FOR PAYMENT - TIMBER, WINES OR BRANDIES .....	95	REDEMPTION - WATER / IRRIGATION DISTRICT CERTIFICATE .....	21
RECEIPT - TIMBER, WINES OR BRANDIES .....	95	REGULATORY AGREEMENT - LOW COST HOUSING .....	181
RECEIVER - APPOINTMENT BY COURT ORDER .....	12	REGULATION ORDINANCE ENFORCEMENT .....	210
RECEIVER - ORDER APPOINTING SEISMIC BUILDING HAZARD .....	208	REINSTATEMENT OF FEDERAL TAX LIEN .....	125
RECEIVER'S CERTIFICATE .....	265	RELEASE FROM JUDGMENT LIEN .....	145
RECONVEYANCE .....	62	RELEASE FROM / SUBORDINATION OF JUDGMENT LIEN .....	145
RECONVEYANCE BY TITLE COMPANY .....	182	RELEASE OF AGREEMENT TO REIMBURSE .....	160
RECONVEYANCE - CANCELLATION OF .....	91	RELEASE OF ASSESSMENT LIEN - HOMEOWNERS' ASSOCIATION .....	131
RECONVEYANCE - DEED OF .....	62	RELEASE OF BAIL BOND .....	158
RECONVEYANCE - DEED OF PARTIAL .....	62	RELEASE OF CANCELLATION LIEN - AGRICULTURAL PRESERVE .....	134
RECONVEYANCE OF DEED OF TRUST .....	62	RELEASE OF CERTIFICATE OF CANCELLATION OF LIEN - AGRICULTURAL PRESERVE .....	134
RECONVEYANCE - PARTIAL .....	62	RELEASE OF DELINQUENT UTILITY CHARGES LIEN .....	160
RECONVEYANCE - RESCISSION OF .....	91	RELEASE OF EQUITY AND NOTICE OF CONVERSION FROM TAX-DEEDED PROPERTY TO TAX DEFAULTED PROPERTY SUBJECT TO POWER OF SALE .....	76

## DOCUMENT TITLE INDEX

RELEASE OF FEDERAL TAX LIEN - CERTIFICATE OF .....	22
RELEASE OF FEDERAL TAX LIEN - RESCISSION OF .....	125
RELEASE OF FEDERAL TAX LIEN - REVOCATION OF .....	125
RELEASE OF FINANCING STATEMENT .....	102
RELEASE OF GRAFFITI NUISANCE ABATEMENT LIEN .....	211
RELEASE OF INTEREST IN LEASE .....	165
RELEASE OF LEASE .....	165
RELEASE OF LESSEE'S INTEREST IN LEASE .....	165
RELEASE OF LIEN .....	160
RELEASE OF LIEN BOND .....	15
RELEASE OF LIEN BY STATE AGENCY .....	167
RELEASE OF LIEN - CONTAMINATED PROPERTY: MOBILEHOME/MANUFACTURED HOME/RV .....	211
RELEASE OF LIEN FOR SEWER SERVICES .....	160
RELEASE OF LIEN - MOBILEHOME/MANUFACTURED HOME/RV .....	211
RELEASE OF LIEN - NUISANCE ABATEMENT .....	211
RELEASE OF LIEN - SURETY BOND .....	15
RELEASE OF MECHANIC'S LIEN - BY CLAIMANT .....	64
RELEASE OF MECHANIC'S LIEN - BY COURT DECREE .....	66
RELEASE OF MORTGAGE .....	172
RELEASE OF NOTICE OF ASSESSMENT LIEN .....	131
RELEASE OF NOTICE OF INTENTION TO DETERMINE STATUS .....	67
RELEASE OF OBLIGATION .....	182
RELEASE OF STATE LIEN .....	167
RELEASE OF STATUTORY LIMITATION ON TRANSFER .....	259
RELEASE OF TAX LIEN - FEDERAL .....	22
RELEASE OF TAX LIEN - STATE .....	167
RELEASE - RIGHT OF REDEMPTION .....	118
REMOVAL OF INVALID LIEN .....	146
RENEWAL OF JUDGMENT .....	124
RENEWAL OF REQUEST FOR NOTICE BY BENEFICIARY / MORTGAGEE .....	90
RENEWAL OF REQUEST FOR NOTICE OF DEFAULT BY BENEFICIARY / MORTGAGEE .....	90
RENT AGREEMENT - NOTICE TO ENFORCE .....	103
RENT CONTROL MEMORANDUM .....	185
REORGANIZATION - DISTRICT .....	10
REPORT OF BIRTH ABROAD OF U.S. CITIZEN .....	142
REPORT OF DEATH ABROAD OF U.S. CITIZEN .....	142
REQUEST FOR COPY OF NOTICE .....	65
REQUEST FOR COPY OF NOTICE OF DEFAULT .....	65
REQUEST FOR DISMISSAL .....	DELETED
REQUEST FOR EXEMPTION FROM SEPARATE ASSESSMENT .....	193
REQUEST FOR NOTICE .....	65

**D-38**  
**DOCUMENT TITLE INDEX**

REQUEST FOR NOTICE BY BENEFICIARY / MORTGAGEE .....	90	RESCISSION OF NOTICE OF VIOLATION OF THE COASTAL ACT .....	270
REQUEST FOR NOTICE OF DEFAULT AND SALE .....	65	RESCISSION OF TRUSTEE'S DEED - NOTICE OF .....	232
REQUEST FOR NOTICE OF DEFAULT BY BENEFICIARY / MORTGAGEE.....	90	RESIDENTIAL LEASE.....	83
REQUEST FOR NOTICE OF DEFAULT - CANCELLATION OF .....	127	RESIGNATION OF TRUSTEE (DELETE) SEE PAGE 280 .....	234
REQUEST FOR NOTICE OF DEFAULT - RESCISSION OF.....	127	RESOLUTION ABANDONING CEMETERY .....	89
REQUEST FOR NOTICE OF DELINQUENCY .....	90	RESOLUTION OF CONFIRMATION .....	162
REQUEST FOR RECONVEYANCE.....	DO NOT RECORD	RESOLUTION OF CONFIRMATION OF DELINQUENT CHARGES.....	225
RESCISSION OF CERTIFICATE OF RELEASE OF FEDERAL TAX LIEN .....	125	RESOLUTION OF HISTORICAL RESOURCES DESIGNATION .....	224
RESCISSION OF DECLARATION OF RESTRICTIONS .....	17	RESOLUTION OF NAME CHANGE OF SANITATION DISTRICT.....	180
RESCISSION OF DEED .....	139	RESTRICTION - AGREEMENT OF .....	7
RESCISSION OF DEED OF FORECLOSURE .....	140	RESTRICTION - ENVIRONMENTAL .....	273
RESCISSION OF DEED OF RECONVEYANCE .....	91	RESTRICTIONS - HAZARDOUS WASTE .....	70
RESCISSION OF FORECLOSURE DEED - NOTICE OF .....	140	RESTRICTIONS - REVOCATION OF .....	17
RESCISSION OF NOTICE OF DEFAULT .....	16	RESTRICTIVE COVENANT MODIFICATION - DEPT. OF FAIR EMPLOYMENT & HOUSING .....	258
RESCISSION OF NOTICE OF DEFAULT & ELECTION TO SELL UNDER DEED OF TRUST .....	16	RESTRICTIVE COVENANT MODIFICATION .....	268
RESCISSION OF NOTICE OF DELINQUENCY.....	131	REVERSION TO ACREAGE - MAP .....	119
RESCISSION OF NOTICE OF POWER TO SELL TAX DEFAULTED PROPERTY .....	74	REVOCATION OF ANTENUPTIAL AGREEMENT .....	123
RESCISSION OF RECONVEYANCE .....	91	REVOCATION OF BOND .....	219
RESCISSION OF REQUEST FOR NOTICE OF DEFAULT .....	127	REVOCATION OF CERTIFICATE OF RELEASE OF FEDERAL TAX LIEN.....	125
RESCISSION OF TAX DEED TO PURCHASER OF TAX DEFAULTED PROPERTY.....	20	REVOCATION OF CONSENT TO USE LAND - NOTICE OF.....	148

## DOCUMENT TITLE INDEX

REVOCAION OF DEED .....	139
REVOCAION OF DEED OF RECONVEYANCE .....	91
REVOCAION OF FORECLOSURE DEED .....	140
REVOCAION OF INTEREST IN LEASE .....	165
REVOCAION OF LICENSE - ORDER OF .....	169
REVOCAION OF POWER OF ATTORNEY .....	41
REVOCAION OF PREMARITAL AGREEMENT .....	123
REVOCAION OF PRENUPTIAL AGREEMENT .....	123
REVOCAION OF RECONVEYANCE .....	91
REVOCAION OF TIMBERLAND CONVERSION PERMIT .....	218
RIDER TO DEED OF TRUST .....	47
RIGHT OF ACCEPTANCE OF IRREVOCABLE OFFER OF DEDICATION - ABANDONMENT OF .....	136
RIGHT OF ENTRY .....	5
RIGHT OF REDEMPTION RELEASE .....	118
RIGHT OF WAY RECORD MAP .....	114

**D-40**  
**DOCUMENT TITLE INDEX**

**S**

SALE - AGREEMENT FOR .....	6	SEWER LIEN - NOTICE OF .....	227
SALE - NOTICE OF TRUSTEE'S .....	57	SHERIFF OR MARSHAL - CERTIFICATE OF SALE .....	24
SALES OF HOME - ORDER FOR DEFERRED (DELETED 11/2001) .....	SEE PAGE 82	SHORT FORM DEED OF TRUST AND ASSIGNMENT OF RENTS .....	38
SALES RECEIPT - TIMBER, WINES OR BRANDIES .....	95	SITE LEASE .....	83
SANITATION DISTRICT - RESOLUTION OF NAME CHANGE .....	180	SOILS / GEOLOGICAL REPORTS .....	DO NOT RECORD
SATISFACTION OF COUNTY UNSECURED PROPERTY TAX JUDGMENT .....	194	SOLID WASTE DISPOSAL SITE - NOTICE OF LOCATION, COMPLETION AND CLOSURE .....	149
SATISFACTION OF DELINQUENCY .....	131	SOVEREIGN LANDS PATENT AND TRUST TERMINATION .....	170
SATISFACTION OF JUDGMENT .....	108	SPECIAL POWER OF ATTORNEY .....	61
SATISFACTION OF NOTICE OF ASSESSMENT LIEN .....	131	SPECIAL TAX LIEN - ADDENDUM TO - NOTICE OF .....	190
SECURITY AGREEMENT .....	101	SPECIAL TAX LIEN - AMENDMENT TO NOTICE OF .....	213
SECURITY DEPOSIT - STATEMENT OF DELINQUENT .....	242	SPECIAL TAX LIEN - NOTICE OF .....	177
SEISMIC BUILDING HAZARD - NOTICE OF ABATEMENT .....	206	SPECIAL TAX LIEN - NOTICE OF CANCELLATION .....	183
SEISMIC BUILDING HAZARD - NOTICE OF LIEN .....	207	SPECIAL TAX LIEN - NOTICE OF CESSATION OF .....	179
SEISMIC BUILDING HAZARD - ORDER APPOINTING RECEIVER .....	208	SPOUSAL SUPPORT JUDGMENT .....	188
SEISMIC HAZARD MAP .....	205	STANDARD FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR .....	81
SEPARATE ASSESSMENT - REQUEST FOR EXEMPTION FROM .....	193	STANDBY CHARGE - CERTIFICATE OF .....	186
SEVERANCE OF JOINT TENANCY - DECLARATION OF .....	154	STATE AGENCY - RELEASE OF LIEN .....	167
SEWER CHARGES - CERTIFICATE OF DELINQUENT .....	162	STATE BANKS - CERTIFICATE OF MERGER .....	46
SEWER SERVICE CHARGES LIEN .....	162	STATE GIFT TAX LIEN - NOTICE OF .....	147
		STATE HIGHWAY MAP .....	114

## DOCUMENT TITLE INDEX

STATE MEDI-CAL - NOTICE OF LIEN .....	237	STATUTORY LIMITATION ON TRANSFER - DECLARATION OF .....	191
STATE TAX LIEN - NOTICE OF .....	25	STATUTORY LIMITATION ON TRANSFER - NOTICE OF .....	191
STATE TAX LIEN - RELEASE OF .....	167	STATUTORY SHORT FORM POWER OF ATTORNEY .....	61
STATEMENT OF ABANDONMENT OF FICTITIOUS BUSINESS NAME .....	DO NOT RECORD	STOP NOTICE - PRIVATE WORK .....	DO NOT RECORD
STATEMENT OF AUTHORITY .....	292	STOP NOTICE - PUBLIC WORK .....	DO NOT RECORD
STATEMENT OF BOUNDARY CHANGE OR CREATION .....	DO NOT RECORD	SUBDIVISION - FINAL MAP .....	110
STATEMENT OF DELINQUENT SECURITY DEPOSIT .....	242	SUBDIVISION - MAJOR .....	110
STATEMENT OF DELINQUENT UTILITY CHARGES (DELETED 11/2001) .....	SEE PAGES 225-228	SUBDIVISION MAP .....	110
STATEMENT OF GENERAL PARTNERSHIP .....	59	SUBDIVISION MAP - AMENDED .....	113
STATEMENT OF HOMEOWNERS' ASSOCIATION .....	257	SUBDIVISION - MINOR .....	110
STATEMENT OF JOINT VENTURE .....	42	SUBORDINATED DEED OF TRUST .....	87
STATEMENT OF LIMITED PARTNERSHIP .....	18	SUBORDINATION AGREEMENT .....	98
STATEMENT OF PARTNERSHIP - AMENDMENT .....	59	SUBORDINATION OF DEED OF TRUST .....	98
STATEMENT OF PARTNERSHIP - CONVERSION .....	59	SUBORDINATION OF JUDGMENT LIEN .....	145
STATEMENT OF PARTNERSHIP - DISSOCIATION .....	59	SUBORDINATION OF LIEN .....	98
STATEMENT OF PARTNERSHIP - DENIALS .....	59	SUBORDINATION OF LIEN FOR POSTPONED PROPERTY TAXES - AGREEMENT FOR .....	60
STATEMENT OF PARTNERSHIP - DISSOLUTIONS .....	59	SUBSTANDARD BUILDING LIEN .....	105
STATEMENT OF PARTNERSHIP - GENERAL .....	59	SUBSTANDARD BUILDING - NOTICE OF .....	166
STATEMENT OF REDEVELOPMENT PLAN .....	286	SUBSTANDARD BUILDING - NOTICE OF COMPLIANCE .....	214
STATEMENT OF SALE - TIMBER, WINES OR BRANDIES .....	95	SUBSTANDARD BUILDING - NOTICE OF NON-COMPLIANCE .....	215
		SUBSTANDARD PROPERTY - NOTICE OF CONVEYANCE OF .....	284

**D-42**  
**DOCUMENT TITLE INDEX**

<b>SUBSTITUTED EASEMENT - ACKNOWLEDGEMENT AND ACCEPTANCE THEREOF .....</b>	<b>141</b>
<b>SUBSTITUTION OF PAYEE.....</b>	<b>252</b>
<b>SUBSTITUTION OF TRUSTEE .....</b>	<b>14</b>
<b>SUCCESSOR TRUSTEE – AFFIDAVIT .....</b>	<b>280</b>
<b>SUPPLEMENTAL NOTICE OF CLAIM OF WATER RIGHTS PROCEEDINGS .....</b>	<b>72</b>
<b>SUPPORT JUDGMENT - ABSTRACT OF.....</b>	<b>188</b>
<b>SURETY BOND - RELEASE OF LIEN .....</b>	<b>15</b>
<b>SURRENDER OF OIL &amp; GAS LEASE .....</b>	<b>34</b>
<b>SURVEY MAP .....</b>	<b>111</b>
<b>SURVIVING SPOUSE - AFFIDAVIT OF RIGHT OF .....</b>	<b>255</b>

## DOCUMENT TITLE INDEX

### T

TAX COLLECTOR CERTIFICATE .....	143
TAX DEED TO PURCHASER OF TAX DEFAULTED PROPERTY .....	75
TAX DEED TO PURCHASER OF TAX DEFAULTED PROPERTY - RESCISSION OF .....	20
TAX DEFAULTED PROPERTY - CANCELLATION OF NOTICE OF POWER TO SELL .....	197
TAX DEFAULTED PROPERTY - NOTICE OF POWER TO SELL .....	73
TAX DEFAULTED PROPERTY - PARTIAL RESCISSION OF NOTICE OF POWER TO SELL .....	74
TAX DEFAULTED PROPERTY - RESCISSION OF NOTICE OF POWER TO SELL .....	74
TAX DEFAULTED PROPERTY - TAX DEED TO PURCHASER OF .....	75
TAX JUDGMENT - SATISFACTION OF UNSECURED PROPERTY .....	194
TAX JUDGMENT - UNSECURED PROPERTY .....	143
TAX LIEN - ADDENDUM TO NOTICE OF SPECIAL .....	190
TAX LIEN - NON-ATTACHMENT OF FEDERAL .....	171
TAX LIEN - NOTICE OF CANCELLATION OF SPECIAL .....	183
TAX LIEN - NOTICE OF FEDERAL .....	26
TAX LIEN - NOTICE OF SPECIAL .....	177
TAX LIEN - NOTICE OF STATE .....	25
TAX LIEN - RELEASE OF FEDERAL .....	22
TAX LIEN - RELEASE OF STATE .....	167
TAX NOTICE - DELINQUENT .....	128
TERMINATION OF DECLARATION OF SUBSTANDARD BUILDING .....	160

TERMINATION OF FINANCING STATEMENT .....	102
TERMINATION OF HAZARDOUS WASTE EASEMENT .....	71
TERMINATION OF HAZARDOUS WASTE RESTRICTIONS .....	71
TERMINATION OF LEASE - AGREEMENT .....	5
TERMINATION OF POWER - AFFIDAVIT OF LACK OF KNOWLEDGE OF .....	238
TESTAMENTARY - LETTERS .....	164
TIMBERLAND CONVERSION PERMIT .....	217
TIMBERLAND CONVERSION PERMIT - REVOCATION OF .....	218
TITLE 7 - MASTER DISPUTE RESOLUTION DECLARATION .....	275
TITLE COMPANY - DISCHARGE OF DEED OF TRUST .....	182
TITLE COMPANY - RECONVEYANCE BY .....	182
TITLE GUARANTEE .....	DO NOT RECORD
TRACT MAP .....	110
TRADEMARKS .....	DO NOT RECORD
TRANSMUTATION - DECLARATION OF .....	247
TRUST - CERTIFICATION OF .....	281
TRUST - DECLARATION OF .....	35
TRUST DEED .....	38
TRUST DEED - AMENDMENT .....	47
TRUST DEED AND ASSIGNMENT OF RENTS .....	38

**D-44**  
**DOCUMENT TITLE INDEX**

<b>TRUST DEED AND NOTE SECURING BAIL BOND .....</b>	<b>38</b>
<b>TRUST DEED - ASSIGNMENT .....</b>	<b>31</b>
<b>TRUST DEED - ASSUMPTION OF .....</b>	<b>137</b>
<b>TRUST DEED - BOND FOR LOST .....</b>	<b>153</b>
<b>TRUST DEED - DECLARATION OF LOST .....</b>	<b>152</b>
<b>TRUST DEED - DISCHARGE BY TITLE COMPANY .....</b>	<b>182</b>
<b>TRUST DEED - FICTITIOUS .....</b>	<b>39</b>
<b>TRUST DEED - MODIFICATION .....</b>	<b>47</b>
<b>TRUSTEE - RESIGNATION OF .....</b>	<b>234</b>
<b>TRUSTEE - SUBSTITUTION OF .....</b>	<b>14</b>
<b>TRUSTEE'S DEED .....</b>	<b>63</b>
<b>TRUSTEE'S DEED - NOTICE OF RESCISION OF .....</b>	<b>232</b>
<b>TRUSTEE'S DEED UPON SALE .....</b>	<b>63</b>
<b>TRUSTEE'S SALE - NOTICE OF .....</b>	<b>57</b>

## DOCUMENT TITLE INDEX

<b>U</b>	
UCC 1 .....	101
UCC 3 .....	102
UCC 5 .....	264
UNILATERAL AGREEMENT.....	5
UNINSURED EMPLOYER - CERTIFICATE OF LIEN .....	109
UNITED STATES CERTIFICATE OF BIRTH.....	142
UNITED STATES CERTIFICATE OF DEATH.....	142
UNLAWFUL DETAINER ASSISTANT BOND.....	48
UNSECURED PROPERTY TAX JUDGMENT .....	143
UNSECURED PROPERTY TAX JUDGMENT - SATISFACTION OF .....	194
UTILITY CHARGES - CERTIFICATE OF DELINQUENCY .....	225-228
UTILITY CHARGES - DELINQUENT STATEMENT .....	225-228
UTILITY CHARGES - NOTICE OF DELINQUENCY (DELETED 11/2001) .....	225-228
UTILITY DISTRICT FORMATION .....	10
UTILITY DISTRICT REORGANIZATION .....	10

**D-46**  
**DOCUMENT TITLE INDEX**

**V**

VENDEE'S INTEREST IN LAND CONTRACT - ASSIGNMENT OF ..... 30

VENDOR'S INTEREST IN LAND CONTRACT - ASSIGNMENT OF ..... 30

VETERAN'S CONTRACT OF SALE - NOTICE OF CANCELLATION..... 150

VIOLATION - NOTICE OF ..... 77

VIOLATION OF THE COASTAL ACT - NOTICE OF ..... 269

VIOLATION OF THE COASTAL ACT - RECISSION OF ..... 270

VOLUNTARY GRANT OF LIEN ..... 235

VOLUNTARY PETITION - IN BANKRUPTCY ..... 156

**W**

WAIVER ..... 144

WAIVER AND CONSENT - BY MORTGAGEE..... 93

WAIVER AND CONSENT - LANDLORD'S..... 93

WAIVER AND RELEASE OF MECHANIC'S LIEN RIGHTS ..... DO NOT RECORD

WAIVER OF MECHANIC'S LIEN RIGHTS ..... DO NOT RECORD

WARRANT FOR COLLECTION..... 13

WARRANTY DEED ..... 34

WASTE DISPOSAL SITE - NOTICE OF LOCATION, COMPLETION  
AND CLOSURE..... 149

WATER CHARGES - CERTIFICATE OF DELINQUENCY..... 106

WATER DISTRICT - CERTIFICATE OF REDEMPTION..... 21

WATER LICENSE..... 168

WATER LICENSE - ORDER REVOKING..... 169

WATER POLLUTION CLEANUP AND ABATEMENT - NOTICE OF LIEN ..... 223

WATER RIGHTS PROCEEDINGS - AMENDED NOTICE OF CLAIM OF ..... 72

WATER RIGHTS PROCEEDINGS - NOTICE OF CLAIM OF ..... 72

WATER RIGHTS PROCEEDINGS - SUPPLEMENTAL NOTICE OF CLAIM OF ..... 72

WATERFOWL HABITAT CONSERVATION CONTRACT ..... 184

WILL..... DO NOT RECORD

WILLIAMSON ACT LAND CONTRACT ..... 132

WITHDRAWAL OF BOND..... 219

WITHDRAWAL OF FILED NOTICE OF FEDERAL TAX LIEN..... 256

WITHDRAWAL OF LIS PENDENS..... 130

WITHDRAWAL OF LIS PENDENS - NOTICE OF..... 130

WITHDRAWAL OF NONRENEWAL - NOTICE OF ..... 221

WITHDRAWAL OF NOTICE OF ACTION ..... 130

WITHDRAWAL OF NOTICE OF PENDENCY OF ACTION ..... 130

**Z**

ZONING VIOLATION - NOTICE OF ..... 156

**DOCUMENT TITLE INDEX**

## WORDS, PHRASES AND DEFINITIONS

### A

**ABANDONMENT** - The surrender, relinquishment, disclaimer, or cession of property or of rights to property.

**ABATEMENT** - To put an end to.

**ABSTRACT** - An abridgment as applied to a record, as an abbreviated form or a summary of that record.

**ABSTRACT OF JUDGMENT** - A brief transcript of the essentials of a judgment.

**ABSTRACT OF TITLE** - A summary of the conveyances, transfers, and other facts appearing of record and relied upon as evidence of title to real property.

**ABUTTING** - Touching or bordering upon. No intervening land.

**ACCELERATION CLAUSE** - Promissory and security interest clause which specifies conditions under which the lender may advance the time when the entire debt, plus accrued interest, is due and payable.

**ACCEPTANCE** - The act of agreeing or consenting to the terms of an offer thereby establishing "the meeting of the minds" that is an essential element of a contract.

**ACCOMMODATION RECORDING** - The recordation of an instrument without consideration and without assumption of responsibility for correctness or validity.

**ACKNOWLEDGMENT** - A formal declaration made before an authorized person, e.g., a notary public, by a person who has executed an instrument stating that the execution was his/her act. Authenticates the identity of the signor.

**ACRE** - A tract of land totalling 43,560 square feet, 160 square rods, 4,840 square yards, or about 208.71 feet square.

**ACTION** - An ordinary proceeding in a court of justice by which one party prosecutes another for the enforcement or protection of a right, the redress or prevention of a wrong, or the punishment of a public offense.

**ACTION IN PERSONAM** - An action in which judgment is sought against a person.

**ACTION IN REM** - An action in which judgment is sought against property to determine its status.

**ACTUAL NOTICE** - Notice in fact or in reality to or by a party directly and personally.

**ADJOINING OWNERS** - Two or more owners whose parcels of land are contiguous.

**ADJUSTABLE RATE MORTGAGE (ARM)** - A loan which bears interest at a rate subject to change during the term of the loan.

**ADMIN** - Administrative Code

**ADMINISTRATOR** - A person appointed by a probate court to settle the affairs of an individual dying without a will.

**ADMINISTRATRIX** - A woman administrator.

**AD VALOREM** - According to value.

**ADVANCE** - Transfer of funds from a lender to a borrower in advance on a loan

**ADVERSE POSSESSION** - A method of acquiring title to real property through possession of the property for a statutory period under certain conditions by a person other than the owner of record

**AFFIANT** - A person who has made an affidavit

**AFFIDAVIT** - A written statement or declaration sworn to or affirmed before some officer who has authority to administer an oath or affirmation. May alternately be signed under penalty of perjury stating that the contents are true and correct.

**AFFIRMATION** - A declaration in writing under penalty of perjury.

**AGENT** - One who acts on behalf of another.

**AKA** - Also known as.

**ALIENATION CLAUSE** - Provision in a security instrument calling for automatic maturity in the event of a sale or other conveyance of title by borrower or subsequent owner

**ALL INCLUSIVE DEED OF TRUST** - A deed of trust securing payment of obligation(s) owing under prior deed(s) of trust in addition to the amount of money borrowed from or owed to beneficiary.

**ALTA TITLE POLICY** - (American Land Title Association) A type of title insurance policy issued by title insurance companies. Usually issued to mortgage lenders. Insures against additional risks not covered by an Owner's Title Policy.

## WORDS, PHRASES AND DEFINITIONS

**AMORTIZATION** - The liquidation of a financial obligation on an installment basis also recovery of cost over a period of time.

**ANNEXATION** - To incorporate within the boundaries of a city, county or district.

**ANTENUPTIAL** - Before marriage.

**APOSTILLE** - An authentication of a notary used by countries who are parties to the Hague Convention.

**APPELLANT** - A party appealing a court decision or ruling.

**APPRAISER** - One qualified by education, training and experience who is hired to estimate the value of real and personal property.

**APPURTENANCE** - Anything incidental to or belonging to land considered a party of the real property.

**APPURTENANT** - Belonging to.

**ARBITRARY MAP** - A map made by a title company for its own convenience in identifying parcels of real property.

**ASSESSED VALUE** - Value of property for taxation purposes.

**ASSESSMENT** - The imposition of a tax, charge, or levy, usually according to established rates.

**ASSESSMENT MAPS** - Maps designating the boundaries of an assessment district.

**ASSESSOR** - A public official who evaluates property for the purpose of taxation.

**ASSESSOR'S PARCEL MAP** - Maps produced by the Assessor. These maps, also called Assessor's Plat Maps or AP Maps, depict and identify land units within the Assessor's jurisdiction by Assessor's Parcel Number.

**ASSESSOR'S PARCEL NUMBER** - A book, page / block and parcel numbering system used by the Assessor's Office to identify property.

**ASSIGN** - To transfer any or all of an interest.

**ASSIGNEE** - One to whom a transfer of interest is made as the assignee of a mortgage or contract.

**ASSIGNOR** - One who makes an assignment as the assignor of a mortgage or contract.

**ASSUMPTION OF TRUST DEED** - A formal agreement by buyer to assume terms of existing trust deed or mortgage.

**ATTACHMENT** - Process of legal seizure of property. Property seized is retained in custody of the court often to provide security for a debt or until ownership issues can be determined.

**ATTORNEY IN FACT** - One who holds a power of attorney from another allowing him to execute legal documents on behalf of another.

## WORDS, PHRASES AND DEFINITIONS

### B

**B & P** - Business and Professions Code

**BAIL BOND** - Document representing money due a bonding agency by a person when the agency has put up the bail in a court action to insure court appearance of the defendant.

**BALLOON PAYMENT** - Final installment payment of a promissory note larger than preceding installment payments.

**BANKRUPT** - A person who, through a federal court proceeding, is relieved from the payment of all his debts after surrender of all his assets to a court appointed trustee.

**BASE LINES** - Imaginary east-west lines that intersect meridians to form a starting point for measurement of land.

**BENCH MARK** - Location indicated on a durable marker by a land surveyor.

**BENEFICIARY** - One for whose benefit a trust is created. A lender secured by a deed of trust.

**BENEVOLENT ASSOCIATIONS** - Voluntary non-profit aggregations organized for the benefit of members.

**BEQUEATH** - To give personal property by will.

**BINDER** - Memorandum of agreement to issue insurance giving temporary coverage until a formal policy is issued.

**BLANKET MORTGAGE OR DEED OF TRUST** - A mortgage or deed of trust on more than one lot or parcel.

**BONA FIDE** - In good faith.

**BOND** - A written undertaking to pay a certain sum of money.

**BOOK VALUE** - The current value for accounting purposes of an asset expressed as original cost plus capital additions less accumulated depreciation.

**BUILDING CONTRACT** - Agreement for the construction of a proposed structure.

**BUILDING LOAN AGREEMENT** - An agreement between the owner and contractor.

**BUILDING SET-BACK LINES** - Lines established by ordinance or by statute beyond which building is not permitted.

**BUREAU OF LAND MANAGEMENT** - The branch of government in charge of surveying public lands.

**BY-LAW** - A rule adopted for the internal government of a corporation.

## WORDS, PHRASES AND DEFINITIONS

### C

**CAL VET PROGRAM** - A program administered by the California State Department of Veterans affairs for the direct financing of farm and home purchases by eligible California veterans.

**CAPITA** - Heads; persons.

**CAPTION** - The heading or title of a document.

**CAVEAT EMPTOR** - Let the buyer beware.

**CC** - Civil Code

**CCP** - Code of Civil Procedure

**CC&R'S** - Covenants, conditions and restrictions. The basic rules establishing the rights and obligations of owners of real property

**CEA** - California Escrow Association.

**CEMETERY MAP** - Map establishing plots within a cemetery.

**CERTIFICATE OF ACCEPTANCE** - An attachment to a conveyance certifying that the interest in real property, conveyed by the deed or grant, is accepted by the legislative body.

**CERTIFICATE OF CORRECTION** - A document that amends and corrects a map that has already been recorded.

**CERTIFICATE OF TITLE** - Certified statement as to land ownership based upon examination of record title.

**CFR** - Code of Federal Regulations

**CHAIN** - A term of land measurement being 66 feet in length.

**CHAIN OF TITLE** - A term applied to the past series of transactions and documents affecting the title to a particular parcel of land.

**CHARTER** - An instrument creating and defining the franchises of a city, educational institution or corporation.

**CHATTEL** - An item or article of personal property.

**CHATTEL MORTGAGE** - Obsolete name for mortgage of personal property.

**CLEAR TITLE** - One which is not encumbered or burdened with defects.

**CLOSING** - Condition in description of real property by courses and distances at the boundary lines where the lines meet to include all the tract of land. ALSO, process in which all parties to a real estate transaction conclude the details of a sale or mortgage. It includes the signing and transfer of documents and distribution of funds.

**CLOUD ON TITLE** - A claim, encumbrance or condition which impairs title to real property until disproved or eliminated.

**CLTA** - California Land Title Association.

**CODE** - A collection of laws.

**COLLATERAL** - Marketable real or personal property which a borrower pledges as security for a loan. In a trust deed specific land is used as collateral.

**COMMON LAW** - The unwritten body of English Law founded upon customs, precedents and usage.

**COMMUNITY PROPERTY** - A category of property, existing in some states, in which all property (except property specifically acquired by husband or wife as separate property) acquired by a husband and wife, or either, during marriage, is owned in common by the husband and wife.

**COMPARABLE SALES** - Recent selling prices of properties similarly situated in a similar market.

**COMPETENT** - Legally qualified; capable of contracting.

**CONCURRENT** - Occurring at the same time.

**CONCURRENTS** - In the real estate field, it particularly relates to documents which are recorded at the same time. The concurrent recording may happen in the same or different counties.

## WORDS, PHRASES AND DEFINITIONS

**CONDEMNATION** - Taking private property for public use through court proceedings.

**CONDITION** - A qualification or restriction annexed to a conveyance of lands, where it is provided that upon the happening of a particular event an estate shall commence, be enlarged, or be defeated.

**CONDITION PRECEDENT** - A condition that must be fulfilled before a right accrues or an estate vests.

**CONDITION SUBSEQUENT** - A condition that defeats a previously accrued right or vested estate.

**CONDITIONAL SALE CONTRACT** - Contract of sale where title remains in seller until conditions of the contract have been fulfilled.

**CONDOMINIUM** - A system of individual fee ownership of units in a multi-unit structure, combined with joint ownership of common areas of the structure and land.

**CONFESSION OF JUDGMENT** - Entry of judgment without formality of proceedings upon debtor's admission and with his consent.

**CONSENT AND WAIVER** - An agreement by the landlord, owner or lien holder that certain equipment, furnishings, etc., will remain personal property.

**CONSERVATEE** - A person unable to manage self, property, or self and property and for whom the probate court has appointed a conservator.

**CONSERVATOR** - A person appointed by the court to protect and preserve the lands and property of an individual physically incapacitated or otherwise not able to handle his own affairs.

**CONSIDERATION** - The value inducing another person to enter into a contract.

**CONSTRUCTION DEED OF TRUST** - Used to finance construction on the property.

**CONSTRUCTION MORTGAGE** - A loan secured by real property during the construction of a structure on the property, the collateral of which will include the completed structure.

**CONSTRUCTIVE NOTICE** - Notice given by public records.

**CONTIGUOUS** - In actual contact; touching or adjacent.

**CONTINGENT** - Dependent upon an uncertain future event.

**CONTRACT** - An agreement between two or more persons which creates an obligation to do or not to

do a particular thing.

**CONVENTIONAL MORTGAGE** - A mortgage securing a loan made by savings and loans or banks without governmental underwriting (not FHA or VA guaranteed). Loan amount usually does not exceed 80% of property value.

**CONVEY** - The act of deeding or transferring title to another.

**CONVEYANCE** - An instrument by which title to property is transferred, a deed.

**COOPERATIVE** - A residential multi-unit building owned by and operated for the benefit of persons living within.

**CORP** - Corporations Code

**CORPORATE SEAL** - A seal attached to an instrument executed by a corporation.

**CORPORATION** - An artificial being created by law and endowed with certain rights, privileges and duties of natural persons.

**CORPORATION SOLE** - A corporation consisting of a single person and his successor in office.

**CONTOUR** - Surface configuration of land.

**COSIGNER** - A second party who signs a promissory note together with the primary borrower.

**COTENANCY** - Ownership by two or more persons.

**COURSES AND DISTANCES** - Description of land by metes and bounds.

**COVENANT** - An agreement written into deeds and other instruments promising performance or non performance of certain acts or stipulating certain uses or non-uses of the property.

**CRAC** - County Recordors' Association of California

**CRAC OP** - County Recordors' Association of California Opinion

**CRLM** - County Recordors' Legal Manual

**CUL DE SAC** - The terminus of a street or alley. A circular turnaround for automobiles.

## WORDS, PHRASES AND DEFINITIONS

### D

**DBA** - Doing business as.

**DRM** - Document Reference Manual (Recorder's)

**DECEDENT** - Deceased person.

**DECREE** - A judgment by court.

**DECREE OF DISTRIBUTION** - A judgment of probate court as to person entitled to the property of a decedent.

**DEDICATION** - Donation of land by owner to a public use and acceptance for such use by authorized official.

**DEED** - A written document by which the ownership of land is transferred from one person to another.

**DEED OF TRUST** - A three party security instrument conveying title to land as security for the performance of an obligation.

**DEFAULT** - Omission or failure to fulfill a duty, observe a promise, discharge an obligation or perform an agreement.

**DEFAULT JUDGMENT** - A judgment against a defendant who made no appearance in court.

**DEFENDANT** - A person against whom legal action is initiated.

**DEFICIENCY JUDGMENT** - A personal judgment against the debtor for the amount remaining due after foreclosure of a security device, as in the case of a mortgage or trust deed.

**DELIVERY** - The final and absolute transfer of a deed from seller to buyer in such a manner that it cannot be recalled by the seller.

**DEMAND** - An escrow term describing the consideration exacted for the relinquishment of an interest in or right to property.

**DEMISE** - A transfer of an estate for years, for life or at will. Synonym for death.

**DEPONENT** - A witness; an affiant.

**DEPOSIT RECEIPT** - A term used by the real estate industry to describe the written offer to purchase real property. Becomes a contract upon acceptance by owner.

**DEVISE** - The disposition of land by will. A term used only for land.

**DEVISEE** - A person to whom real property is given by will

**DICTUM** - An opinion by a judge on a point not essential to the decision on the main issue.

**DISCOUNT POINTS** - The amount of money the borrower or seller must pay the lender to get a mortgage at a stated interest rate. A point equals one percent of the loan.

**DIVEST** - To deprive of a right or title to property.

**DOCUMENTARY TRANSFER TAX** - Tax on recorded transfers of title to real property.

**DOMICILE** - Fixed and permanent home.

**DOMINANT TENEMENT** - The land benefitted by an appurtenant easement

**DONEE** - Person to whom gift is made.

**DONOR** - Person who makes a gift.

**DUE ON SALE CLAUSE** - See Alienation Clause.

**DURABLE POWER OF ATTORNEY** - Authorization for an attorney-in-fact to continue acting for and in the name of the principal after the principal's inability to contract.

## WORDS, PHRASES AND DEFINITIONS

### E

**EARNEST MONEY** - Advance payment of part of the purchase price to bind a contract for property.

**EASEMENT** - An interest in land owned by another that entitles its holder to a specific limited use, such as laying a sewer, putting up electric lines or crossing the property.

**EGRESS** - A place or means of exit.

**EMINENT DOMAIN** - The power of the state to take private property for public use.

**ENCROACHMENT** - The extension of an improvement onto land of another.

**ENCUMBRANCE** - A right or interest in land decreasing its value but not hindering its sale or transfer.

**ENDORSEMENT** - Form used by the insurer at the request of the insured which changes terms or items in an issued policy or commitment.

**ENFEOFF** - To vest a person with fee title to land.

**ENTIRETY** - A form of cotenancy in which owners are jointly seized as the whole.

**EQUITY** - The interest or value which an owner has in real estate over and above the debts against it.

**ESCHEAT** - A reversion of property to the state in those cases where an individual dies without heirs or devisees and without a will.

**ESCROW** - A transaction in which an impartial third party acts as agent for both buyer and seller or for both borrower and lender, in carrying out instructions, delivering papers and documents and disbursing funds.

**ESTATE** - A person's possessions. The degree, quantity, nature and extent of interest which a person has in real property.

**ESTATE FOR LIFE** - A possessory estate in land held by a person only for the duration of a specific person's life.

**ESTATE FOR YEARS** - A possessory interest in lands by contract for a specific term. A lease is an estate for years.

**ESTOPPEL** - A bar to the assertion of right or a defense in consequence or previous position, act or

representation.

**ET AL** - And others.

**ET SEQ** - And following.

**ET UX** - And wife.

**EVICTION** - Dispossession by process of law.

**EXAMINATION OF TITLE** - The interpretation of the record title to real property based on the title search or abstract.

**EXAMINER** - A person who analyzes a chain of title.

**EXCEPTION** - In a legal description, that portion of lands to be deleted or excluded. In a title insurance policy, exclusion of certain risks known to the insured when the policy was issued.

**EXECUTE** - To sign a deed or other document, or to perform a contract.

**EXECUTION** - The act of completing; performance. In the real estate field it particularly relates to signing of a document by the grantor.

**EXECUTOR** - A person appointed by the probate court to carry out the terms of a will.

**EXECUTOR'S DEED** - To transfer title of property of another's estate by the executor/ executrix, etc.

**EXECUTRIX** - A woman executor.

**EXEMPTION** - Immunity from a burden or obligation.

**EX PARTE** - On one side only.

**ET VIR** - And husband.

## WORDS, PHRASES AND DEFINITIONS

### F

**F & G** - Fish and Game Code

**FACSIMILE** - An exact and precise copy.

**FAIR MARKET VALUE** - Amount of money that would be paid for a property offered on the open market for a reasonable period of time with buyer and seller knowing all the uses to which the property could be put and with neither party being under pressure to buy or sell.

**FAMILY** - Family Code.

**FBN** - Fictitious business name.

**FEE SIMPLE INTEREST** - The greatest interest in a parcel of land that it is possible to own; without limitation.

**FHLMC (Freddie Mac)** - Federal Home Loan Mortgage Corporation, an affiliate of the Federal Home Loan Bank; which creates a secondary market in conventional residential loans and FHA and VA loans by purchasing mortgages from members of the Federal Reserve System and the Federal Home Loan Bank System.

**FICTITIOUS NAME** - A name adopted for business purposes other than the true name of owner.

**FIDUCIARY** - One who holds a position of trust and confidence requiring scrupulous good faith and candor.

**FINAL MAP** - See Subdivision Map.

**FINANCIAL** - Financial Code

**FINANCING STATEMENT** - A document prepared for filing with the appropriate local Recorder or the Secretary of State indicating that personal property or fixtures are encumbered with a debt.

**FIXTURES** - Any item of personal property so attached to real property that it becomes a part of the real property.

**FNMA (Fannie Mae)** - Federal National Mortgage Association, a federally sponsored private corporation which provides a secondary market for housing.

**FORECLOSURE** - Enforcement of a lien by sale of property given as security.

**FORECLOSURE SALE** - Process whereby property pledged as security for a debt is sold to pay the debt in event of default in payment of terms.

**FORFEITURE** - The loss of a right, title or interest in property as consequence of a default under an obligation.

**FRANCHISE** - A special privilege conferred by government or a contractual right to engage in a business under trade name owned by another.

**FREEHOLD** - An estate in land of uncertain duration.

## WORDS, PHRASES AND DEFINITIONS

### G

**GC** - Government Code.

**GENERAL INDEX** - A title company's or recorder's office record of matters affecting title to land maintained according to names of individuals and entities rather than by real property description.

**GENERAL POWER OF ATTORNEY** - May include any or all types of transactions.

**GOVT** - Government Code

**GRANT** - To bestow or confer, with or without compensation, a gift or bestowal by one having control or authority over it as of land or money.

**GRANT DEED** - A written instrument transferring title to real property.

**GRANTEE** - A person who acquires an interest in land by deed, grant or other written instrument.

**GRANTOR** - A person who, by a written instrument, transfers to another an interest in land.

**GROSS RENT MULTIPLIER** - A number which, times the gross annual income of a property, produces an estimate of value.

**GUARANTEE OF TITLE** - A form of evidence of title based solely upon public record disclosures.

**GUARDIAN** - One appointed by the court to administer the affairs of an individual not capable of administering his own affairs.

## WORDS, PHRASES AND DEFINITIONS

### H

**H & S** - Health and Safety Code

**HEIR** - A person entitled by law to inherit property of a decedent.

**HEIRS AND ASSIGNS** - Terms used in deeds and wills to provide that the recipient receives a "fee simple estate" in lands rather than a lesser interest.

**HEREDITAMENTS** - Anything capable of being inherited.

**HOLDING AGREEMENT** - A form of a trust where trustee holds legal title to real property with no active duty of management or control.

**HOLOGRAPHIC WILL** - A will entirely written, dated and signed by the testator in his own handwriting.

**HOMESTEAD** - A personal residence.

**HOMESTEAD DECLARATION** - A document providing limited statutory protection of real property, used as a home, from the claims of certain creditors.

**HOMESTEAD EXEMPTION** - See Homestead Declaration.

**HOMEOWNER'S EXEMPTION** - A credit or reduction in property taxes available to tenant owners.

## WORDS, PHRASES AND DEFINITIONS

**IDENTITY** - Sameness.

**IMPROVEMENTS** - Those additions to raw lands tending to increase value such as buildings, streets, sewers, etc.

**INDEMNITY** - Compensation given for a loss sustained.

**INDEMNITY AGREEMENT** - An agreement relieving a person of an obligation to compensate for a potential loss. A hold harmless agreement.

**INDENTURE** - A deed or other document to which two or more persons are parties and in which these enter into reciprocal and corresponding grants of obligations towards each other.

**INGRESS** - The act, or right of entering. (Access)

**INHERITANCE TAX** - A tax imposed upon the privilege of succeeding to the title of a decedent.

**IN PERSONAM** - Against the person.

**IN PROPRIA PERSONA** - In his own person, himself. Abbreviated to "pro per".

**IN RE** - In the matter of.

**IN REM** - Against property.

**INSTALLMENT LAND SALES CONTRACT** - An agreement entered into for the sale and purchase of property under which the purchase price is paid in installments. Title is retained by seller until contract provisions have been met, aka Contract of Sale or Land Contract.

**INSTRUMENT** - A written paper signed and delivered by one person to another, transferring the title to or giving a lien on property, or giving a right to a debt or duty.

**INTERLOCUTORY DECREE** - A decree made pending final outcome of the cause prior to final hearing on the merits.

**INTESTATE** - Designates the estate or condition of failing to leave a will at death. "To die intestate"

**INURE** - To serve to the use or benefit.

**INVOLUNTARY LIEN** - When affecting real property, a lien created without the consent of or execution by the property owner.

**IPSO FACTO** - Of itself; by the very fact of.

## WORDS, PHRASES AND DEFINITIONS

### J

**JOINDER** - One or more persons acting in unison; joining together.

**JOINT PROTECTION POLICY** - A policy insuring more than one interest, that is, the interest of both owner and lender.

**JOINT TENANCY** - A form of co-ownership by two or more persons in equal shares characterized by the incident of survivorship.

**JOINT VENTURE** - A form of business organization composed of two or more persons to conduct a single enterprise for profit.

**JUDGMENT** - A final determination in a court of competent jurisdiction of the rights of the parties to an action or proceeding.

**JUDGMENT LIEN** - A statutory lien created by recording a judgment, or an abstract, ordering the payment of a sum of money.

**JUNIOR LIEN** - A lien of inferior priority.

**JURAT** - The portion of a certificate of affidavit stating when, where and before whom it was sworn.

**JURISDICTION** - The right to adjudicate concerning the subject matter in a given case.

## WORDS, PHRASES AND DEFINITIONS

### L

**LABOR** - Labor Code

**LACHES** - Inexcusable delay in asserting a right.

**LAFCO** - Local Agency Formation Commission.

**LANDOWNER'S ROYALTY** - An interest in unsevered oil and gas granted to a third person or reserved by a landowner on occasion of his alienation of an interest in real property.

**LAND SALES CONTRACT** - See Installment Land Sales Contract

**LANDS, TENEMENTS, HEREDITAMENTS** - Inheritable lands or interests in them.

**LATENT** - Concealed.

**LATERAL SUPPORT** - The support the soil gives to the land of an adjacent owner.

**LEASE** - A contractual possessory interest in real property for a specific term.

**LEASEHOLD** - The estate for years created by a lease.

**LEGACY** - A gift of personal property by will.

#### LEGAL DESCRIPTION

- 1 - A description of real property sufficient to locate it on the ground by reference to government surveys or approved recorded maps.
- 2- A formal description of real property, including a description of any part subject to an easement or reservation, complete enough that a particular piece of land can be located and identified
  - a- Generally referred to as a "legal" description this may be:
    - Metes & Bounds – a reference to distances and degrees of direction
    - Lot & Block – a reference to a parcel in a subdivision identified by a number
    - U.S. Government Survey – a reference to a section within a township and identified by a township and range number.
  - b- Street address, sometimes referred to as the "common" address
  - c- Reference to a prior recorded document. This implies that the prior document has one of the above named descriptions contained in it.
  - d- An omnibus description would refer to "all property presently owned by the grantor" and May be accepted
  - e- Revenue & Taxation Code section 327 prohibits the use of an Assessor's Parcel number

As the only description on a deed or conveyance unless the map has been recorded

**LESSEE** - One who takes lands upon a lease.

**LESSOR** - One who grants lands under a lease.

**LETTERS OF ADMINISTRATION** - Formal written evidence of court appointment of a conservator of the person, or of the estate of an intestate decedent

**LETTERS OF CONSERVATORSHIP** - Formal written evidence of court appointment of a conservator of the person, or of the estate, or of the person and estate of a conservatee.

**LETTERS OF GUARDIANSHIP** - Formal written evidence of court appointment of a guardian for the person, estate, or person and estate of a minor or of an incompetent.

**LETTERS TESTAMENTARY** - Formal written evidence of court appointment of a personal representative of the estate of a testate decedent.

**LEVY** - Seizure of property by judicial process.

**LIEN** - An encumbrance which makes property security for the payment of a debt or discharge of an obligation.

**LIFE BENEFICIARY** - A person entitled to receive a benefit for life.

**LIFE ESTATE** - An estate measured in duration by the lifetime of a natural person

**LIMITATIONS, STATUTES OF** - Statutes limiting the time within which parties having a cause of action must institute proceedings to enforce the same.

**LIMITED PARTNERSHIP** - A partnership consisting of a general partner or partners and limited partners. The limited partners do not act as managers and their liability is limited to their invested capital.

**LINEAL** - In a direct line.

**LIS PENDENS** - A recorded notice of the pendency of an action.

**LITE PENDENTE** - While the action is pending.

## **WORDS, PHRASES AND DEFINITIONS**

**LIVING TRUST** - A trust becoming operative in the lifetime of the person creating it.

**LOAN POLICY** - A policy of title insurance insuring the interest of a lender.

**LOAN TO VALUE RATIO** - The percentage of a property's value that a lender can or may loan to a borrower.

**LOSS PAYABLE CLAUSE** - An endorsement to an insurance (fire) policy specifying parties (lenders) entitled to participate in proceeds in the event of loss.

**LOT SPLIT** - A colloquial term for the division of one parcel into two or more parcels.

**L.S.** - Abbreviation for "locus sigilli" meaning the place for a seal.

## WORDS, PHRASES AND DEFINITIONS

### M

**M & V** - Military and Veterans Code

**MAJORITY** - The age at which a person is entitled to handle his own affairs.

**MAP ACT** - The Subdivision Map Act (Government Code 66410 et seq ) regulating the subdivision of land.

**MARKET VALUE** - See Fair Market Value

**MARKETABLE TITLE** - A good title about which there is no fair or reasonable doubt in law and fact.

**MEAN** - Intermediate.

**MEANDER** - To follow a winding course.

**MECHANIC'S LIEN** - A statutory lien in favor of persons contributing labor, material, supplies, etc., to a work of improvement upon the real property.

**MERIDIANS** - Imaginary north-south lines which intersect base lines to form a starting point for the measurement of land.

**METES AND BOUNDS** - The lengths and directions of lines as in the boundaries of a tract of land.

**MINOR** - A person who has not yet reached the age of legal competence under state law.

**MONUMENTS** - An object or mark employed by a surveyor to fix or to establish boundaries or land location.

**MORATORIUM** - A temporary suspension by statute of the enforceability of a debt.

**MORTGAGE** - An instrument used to encumber land as security for a debt.

**MORTGAGEE** - A designation for the mortgage lender on lands.

**MORTGAGOR** - A designation for the mortgage borrower on lands.

**MUNIMENTS OF TITLE** - Deeds and other original documents comprising a chain of title to a parcel of real property.

**MUTUAL WATER COMPANY** - A company organized for the purpose of providing water to its members

## WORDS, PHRASES AND DEFINITIONS

### N

**NON JUDICIAL FORECLOSURE SALE** - Sale of property pursuant to the power of sale provisions contained in a security instrument.

**NOTARIZE** - To prove execution of a document by means of a notary public's certificate of acknowledgment.

**NOTARY PUBLIC** - A person authorized by law to take acknowledgments and to administer oaths.

**NOTE** - A common reference to a promissory note.

**NOTICE** - Actual notice: express or implied knowledge of a fact. See also Constructive notice.

**NOTICE OF ACTION** - A lis pendens.

**NOTICE OF ADVANCE** - To evidence an advance of additional monies under a previously recorded deed of trust.

**NOTICE OF CESSATION** - A recorded notice shortening the time for filing mechanic's lien where work ceased prior to completion.

**NOTICE OF COMPLETION** - A notice recorded within ten days of completion of a work of improvement signalling commencement of the time period within which claims of mechanics' liens must be recorded.

**NOTICE OF DEFAULT** - A recorded notice of a trustor's failure to perform his obligation under a deed of trust. The initial step in non judicial foreclosure of a deed of trust.

**NOTICE OF NON-RESPONSIBILITY** - A recorded notice by an owner of real property that he will not be responsible for payment of costs of improvements contracted for thereon by some other person.

**NUNC PRO TUNC** - Now for then; a tardy act made retroactive to the time when it should have been done.

## WORDS, PHRASES AND DEFINITIONS

### O

**OMNIBUS CLAUSE** - Provision in a decree of distribution by which any property of a decedent not specifically described is distributed.

**OPEN END MORTGAGE** - A mortgage or deed of trust written so as to secure and permit advancing funds in addition to the amount originally loaned.

**OPTION** - A choice or right, for a consideration, to do an act or force performance of an act in the future under specific terms and conditions.

**OPTIONEE** - One who holds an option, i.e., right, for which he has paid a consideration.

**OPTIONOR** - One who grants an option to another.

**ORDER CONFIRMING SALE** - A court order confirming sale of estate property by a personal representative, or other fiduciary.

**ORDINANCE** - A legislative enactment of a city or county.

**OVERT** - Open.

**OWNERSHIP** - The right to possess and use property to the exclusion of others.

**OWNER'S POLICY** - An insurance policy issued by a title insurer insuring title held by an owner.

## WORDS, PHRASES AND DEFINITIONS

### P

- PARCEL** - Any area of land contained within a single description.
- PARCEL MAP** - A division of land into four parcels or less.
- PAROL** - Oral.
- PARTIAL RECONVEYANCE** - Transfer of legal title from the trustee to the trustor (borrower or successor in interest) as to a portion of the property encumbered by a trust deed after specified conditions have been met. Usually involves payment of a predetermined principal amount.
- PARTIAL RELEASE CLAUSE** - Provision, usually in a security instrument, providing for the conveyance of legal title or release from encumbrance of a portion of the entire property held or encumbered upon satisfaction of specified conditions, usually payment of a specified principal amount. Result is that the released property is free of the lien of the deed of trust referenced.
- PARTITION** - Division of land, usually by a legal proceeding, among the parties who were formerly co owners.
- PARTNERSHIP** - An association of two or more persons to carry on as co-owners of a business for profit.
- PARTY WALL** - A wall located on a boundary line and used by both owners.
- PATENT** - A conveyance of title to public land executed by the federal or state government.
- PAYMENT BOND** - Bond issued by a surety guaranteeing payment of a contractor's obligations for labor and materials related to a construction project.
- PENAL** - Penal Code
- PERFORMANCE** - The fulfillment of a duty or obligation to the point where the obligation is deemed to be satisfied.
- PERFORMANCE BOND** - Bond issued by a surety that a contractor will perform the physical work called for by contract in accordance with plans and specifications.
- PERSONAL PROPERTY** - Movable or harvestable property; property which is not real property.
- PLAINTIFF** - The party initiating an action.
- PLAT OR PLOT** - A map representing a piece of land subdivided into lots with streets shown thereon.
- POLICY OF TITLE INSURANCE** - A contract indemnifying against loss resulting from a defect in title to the interest or lien in real property insured.
- POWER OF ATTORNEY** - An instrument authorizing another to act on one's behalf as his agent or attorney.
- PR** - Public Resources Code
- PREAMBLE** - The introductory portion.
- PREEMPTION** - The act of purchasing before or ahead of another person.
- PREEMPTION ENTRY** - An entry upon public lands of the United States by a settler giving him a preferred right to acquire title.
- PREEMPTIVE RIGHT** - A preferential right to purchase on same terms as offered by a third party.
- PRELIMINARY CHANGE OF OWNERSHIP REPORT** - A form required by the county assessor to accompany transfers of interest in real property.
- PRELIMINARY 20-DAY NOTICE** - Written notice required when a person furnishes labor, services, equipment or material to a job site for which any claim of lien is made.  
NOTE: Effective July 1, 1988 may be filed but not recorded with County Recorder.
- PREPAYMENT CLAUSE** - Penalty to the mortgagor for payment of the mortgage debt before it becomes due.

## WORDS, PHRASES AND DEFINITIONS

**PRESCRIPTION** - A method of acquiring an easement by adverse use of another's property.

**PRICE** - The value of anything exposed for sale expressed in money terms.

**PRINCIPAL** - A party represented by an agent, or the chief or foremost party in a particular transaction;  
or the amount of a loan to be repaid exclusive of interest; or the assets constituting a trust estate.

**PRIORITY** - The relative superiority of competing liens and encumbrances.

**PROBATE** - Relating to proof, the proof of validity of a will of a decedent; the proof of ownership.

**PROBATE** - Probate Code

**PROBATE COURT** - A division of superior court having jurisdiction over estates of decedents, minors,  
incompetents and conservatees.

**PROMISSORY NOTE** - An unconditional written promise, signed by maker, to pay, absolutely a sum  
certain in money, either to the bearer or to person therein designated or his order.

**PROPERTY** - The right to possession, enjoyment, and disposition of all things subject to ownership.

**PRO RATA** - Proportionately; according to a certain rate, percentage or proportion.

**PUBLIC RECORDS** - Records which by law impart constructive notice of matters relating to real  
property.

**PURCHASE MONEY MORTGAGE OR DEED OF TRUST** - A trust deed or mortgage given as part or all of  
the purchase price of real property.

**PRC** - Public Resources Code

**PU** - Public Utility Code

## WORDS, PHRASES AND DEFINITIONS

### Q

**QUASI** - As; as if; of similar nature.

**QUASI COMMUNITY PROPERTY** - Property acquired by a married person while domiciled outside California which would have been community property if the acquiring spouse had been domiciled in California.

**QUIET TITLE ACTION** - The name of an action brought to establish a title to property or to remove a cloud on the title.

**QUIT CLAIM DEED** - A deed to relinquish any interest in property which the grantor may have, without any warranty of title or interest.

## WORDS, PHRASES AND DEFINITIONS

### R

**R & T** - Revenue and Taxation Code

**RANGE** - A strip or column of land six miles wide, determined by a government survey, running in a north-south direction, lying east or west of a principal meridian.

**RANGE LINES** - Government survey lines running north and south at six mile intervals starting with the principal meridian and forming the east and west boundaries of townships.

**RECONVEYANCE** - Transfer of legal title from the trustee to the trustor (borrower or successor in interest) after a trust deed debt has been paid in full. Result is that the property is free of the lien of the deed of trust released.

**REAL PROPERTY** - Immovable property such as land, buildings, improvements, appurtenances and air space.

**RECONVEYANCE** - A document extinguishing the lien of a deed of trust.

**RECORD** - To incorporate into the public records of the County Recorder; ALSO, the system of public records imparting constructive notice of title to claims, or interests in real property.

**RECORDING** - The act of filing documents for record in the office of the County Recorder.

**REDEMPTION** - The act of buying back property previously sold in judicial proceedings.

**REDEMPTION RIGHT** - The right of a debtor to reacquire title to property formerly owned by him but sold through judicial process to satisfy his debts.

**REFORMATION ACTION** - Proceedings instituted for the purpose of correcting mistakes in documents.

**RELEASE** - A document extinguishing the lien of a mortgage, judgment, mechanic, etc. ALSO, a document absolving another of liability.

**REQUEST FOR NOTICE** - Recorded request by anyone desiring written notice of the recording of a notice of default under a trust deed or of the scheduling of a trustee's sale thereunder. ALSO, recorded request of anyone desiring notice of the scheduling of an execution sale foreclosing the lien of a judgment.

**REQUEST FOR RECONVEYANCE** - Written instruction of a beneficiary under a deed of trust addressed

to the trustee, acknowledging satisfaction of the secured obligation, and directing the trustee to reconvey the property to the borrower or successor in interest.

**RESCISSION** - The act of canceling or annulling the effect of a document

**RESERVATION** - A right or an interest retained by a grantor in a conveyance.

**RESIDUE** - That portion of a decedent's estate remaining after payment of debts, taxes and distribution of specific bequests and devises.

**RESTRICTIONS** - Impediments, limitations or prohibitions respecting use of real property imposed in deed, declaration or agreement.

**REVERSION** - Provision in conveyance by which, upon the happening of an event or contingency, title to the land will return to the grantor or his successor in interest in the land.

**RIGHT OF SURVIVORSHIP** - The right to succeed to the interest of a deceased.

**RIGHT OF WAY** - A right to pass over or to cross a parcel of land.

**RIPARIAN** - Pertaining to the bank of a river or stream. The owner of land adjacent to a watercourse is called a riparian, and the rights of the riparian owner related to that watercourse are called riparian rights.

## WORDS, PHRASES AND DEFINITIONS

### S

**S & H** - Street and Highway Code

**SALE AND LEASEBACK** - A transaction in which a grantee in a deed leases the same property back to his grantor without a change in its possession.

**SATISFACTION** - The performance of the terms of an obligation.

**SCILICET** - To-wit, that is to say, namely, abbreviated as "ss"

**SEAL** - An impression on a document lending authenticity to its execution.

**SEARCHER** - A person, often a title company employee, who examines the links of ownership, interests or rights (chain of title) to a piece of real property.

**SECTION** - A measure of land generally one mile square and containing 640 acres of land.

**SECURED PARTY** - The party having the security interest.

**SECURITY AGREEMENT** - An agreement between the secured party and the debtor which creates the security interest.

**SEPARATE PROPERTY** - Property owned by a married person in his or her own right outside of the community interest.

**SERVIENT TENEMENT** - The estate burdened by an easement.

**SERVITUDE** - A right in another's property in the nature of an easement.

**SET BACK LINES** - Those lines which delineate the required distances for the location of structures in relation to the perimeter of the property.

**SEVERALTY OWNERSHIP** - Ownership of property by one person; sole ownership.

**SHERIFF'S DEED** - Conveyance of title to a debtor's property as a consequence of an execution sale.

**SITUS** - The location of property.

**SPECIAL ASSESSMENTS** - Charges imposed upon real property especially benefitted by a local public improvement.

**SPECIAL POWER OF ATTORNEY** - May be limited to only special transactions.

**STATUS** - The legal position of an individual; i.e. adult, minor, etc.

**STOP NOTICE** - A notice given a construction lender by an unpaid contributor to a work of improvement for the purpose of intercepting funds.

**SUBDIVISION** - The division of a tract of land into separate parcels.

**SUBDIVISION MAP** - A division of land into five parcels or more.

**SUBJECT TO** - The recognition of an existing lien or encumbrance but not assuming personal liability thereof.

**SUBORDINATE** - To make inferior in priority.

**SUBORDINATION AGREEMENT** - An agreement changing the priority of interests.

**SUBSTITUTION** - The appointment of a person to act in the place and stead of another.

**SUMMONS** - A court's direction to the sheriff to act in the place and stead of another.

**SURETY** - One who guarantees the performance of an obligation by another.

**SURVEY** - A process of measuring a parcel of land and ascertaining its area and boundaries.

**SYNDICATE** - A pooling arrangement or association of persons investing in real property by buying shares in an organization.

## WORDS, PHRASES AND DEFINITIONS

### T

**TAX DEED** - A deed issued to a purchaser following a sale necessitated by the nonpayment of real property taxes.

**TAX SALE** - Sale conducted for the purpose of collecting delinquent taxes assessed to a parcel of real property.

**TENANCY ENTIRETY** - A form of co-ownership by husband and wife, characterized by the inability of one spouse alone to convey or encumber and by the incident of survivorship.

**TENANCY IN COMMON** - A form of co-ownership of property by two or more persons in undivided interests.

**TENANT** - Any person in possession of real property with the owner's permission.

**TENDER** - An unconditional offer to pay a debt or to perform an obligation.

**TENEMENTS** - All rights in land passing with a conveyance thereof.

**TENTATIVE MAP** - A proposed subdivision map required to be submitted to and approved by the local government agency before approval of a final subdivision map.

**TENURE** - The mode or manner in which a title to land is held.

**TESTAMENT** - True declaration of a person's last will.

**TESTAMENTARY TRUST** - A trust created by the last will and testament of a decedent.

**TESTATE** - The estate or condition of leaving a will at death. "To die testate".

**TESTATOR** - One who makes a will.

**TESTATRIX** - A woman who makes or has made a testament or will.

**TIME IS OF THE ESSENCE** - Clause in a contract indicating punctual compliance is required.

**TITLE** - The evidence or right which a person has to the ownership and possession of land.

**TITLE DEFECT** - Any legal right held by others to claim property or to make demands upon the owner.

**TITLE INSURANCE** - Assurance of indemnification for loss caused by defects in the title to real property or to an interest therein which is insured.

**TITLE PLANT** - The records of a title company assembled and maintained for the purpose of issuing evidences of title to real property.

**TITLE POLICY** - A contract indemnifying against loss resulting from a defect in the title to the interest or lien in real property insured.

**TITLE REPORT** - A report which discloses condition of the title.

**TOPOGRAPHY** - The nature of surface of land, i.e. level, rolling, mountainous.

**TORRENS** - A system of registration of land title no longer lawful in California but utilized in some other states.

**TOWNSHIP** - A territorial subdivision six miles long, six miles wide and containing 36 sections, each one mile square, located between two range lines and two township lines.

**TOWNSHIP LINES** - Government survey lines running east and west at six mile intervals starting with the principal base line and forming the north and south boundaries of townships.

**TRACT** - A parcel of land divided into smaller parcels called lots.

**TRADE FIXTURES** - Articles of personal property, fastened to real property necessary to carry on a trade or business.

**TRADE NAME** - The name under which an organization does business.

**TRANSFER TAX** - A tax imposed upon transfers of title to real property.

**TRUST** - A right of property held by one for the benefit of another.

**TRUST DEED** - Same as deed of trust.

## **WORDS, PHRASES AND DEFINITIONS**

**TRUSTEE** - One who holds property in trust for another. Third party under a deed of trust.

**TRUSTEE'S DEED** - The deed given by the trustee under a deed of trust when the secured property is sold under power of sale.

**TRUSTEE'S SALE** - Foreclosure sale conducted by the trustee in the exercise of a power of sale.

**TRUSTOR** - The debtor on a trust deed or deed of trust.

## WORDS, PHRASES AND DEFINITIONS

### U

**UCC** - Uniform Commercial Code

**USCA** - United States Code Annotated

**UNDIVIDED INTERESTS** - Unsegregated interests of co-owners in the entire property owned by them as tenants in common.

**UNIFORM COMMERCIAL CODE** - A unified and comprehensive method for regulation of security transactions in personal property.

**UNJUST ENRICHMENT** - Mistake or misfortune of one person unfairly benefitting another.

**UNLAWFUL DETAINER** - An action brought for recovery of possession of real property.

**USURY** - An interest rate greater than that permitted by law.

## WORDS, PHRASES AND DEFINITIONS

### V

**VA LOAN** - A loan made to qualified veterans for the purchase of real property wherein the Veteran's Administration guarantees the lender payment. Usually requires little or no down payment.

**VALID** - Sufficient in law; effective.

**VALUE** - Present worth of future benefits arising out of ownership.

**VARIABLE INTEREST** - Interest rates fluctuating up or down according to current cost of money.

**VENDEE** - A buyer or purchaser.

**VENDOR** - A seller.

**VENUE** - The county in which an action is brought; ALSO, the place where an acknowledgement is taken.

**VERIFICATION** - A sworn statement before a qualified officer (notary public), that the contents of a writing are true, or an unsworn statement by an individual under penalty of perjury.

**VEST** - To give an immediate fixed right to property.

**VESTED INTEREST** - A property interest that is fixed or determined.

**VESTEE** - Present record owner.

**VETERANS LOAN** - See VA Loan.

**VOIDABLE** - That which is capable of being adjudged void by it not void unless action is taken to make it so.

**VOLUNTARY LIEN** - Any lien placed on property with consent of or as a result of the voluntary act of the owner.

## WORDS, PHRASES AND DEFINITIONS

### W

**WAIVE** - To release or abandon a right or a privilege.

**WAIVER** - The act of releasing or abandoning right or privilege.

**WARRANTY DEED** - A deed containing express covenants as to good title and right to possession.

**WASTE** - The destruction, or material alteration of, or injury to premises.

**WATER** - Water Code

**WATER RIGHT** - The right of an owner of land to use water adjacent to or below the surface of his land.

**WILL** - A written legal declaration of a person expressing his/her desires for the disposition of that person's property after his/her death.

**WRAP-AROUND DEED OF TRUST** - Same as an "all inclusive deed of trust"; one incorporating the balance due under a prior deed(s) of trust.

## WORDS, PHRASES AND DEFINITIONS

X

X - A mark executed by an individual who cannot write. One witness writes the person's name and signs as one of two witnesses required for California acknowledgements.

## WORDS, PHRASES AND DEFINITIONS

**Y**

**YIELD** - The interest (aka return, profit) earned by an investor on an investment.

## WORDS, PHRASES AND DEFINITIONS

### Z

**ZONE** - Area in a community designated for specified use and purpose.

**ZONING** - Governmental regulations as to use of real property in specified areas.

Board of Education,

City of Eureka

**EUREKA CY  
EDUCATION**

Public Works Department  
of the City of Riverside **WORKS**

**RIVERSIDE CY PUBLIC**

Board of Water  
Commissioners of the  
City of Palm Springs

**PALM SPRINGS CY  
WATER COMRS**

City of Chico Housing  
Authority

**CHICO CY HOUSING  
AUTHORITY**

City and County of  
San Francisco

**SAN FRANCISCO CY &  
COU or  
SAN FRANCISCO CY  
and  
SAN FRANCISCO COU**

Development Board	<b>ECONOMIC DEVEL</b>
<b>HOUSING</b> Merced County Housing Authority	<b>MERCED COU AUTHORITY</b>
Kern County Planning Department	<b>KERN COU PLANNING</b>
Kings County Public Administrator and Public Guardian	<b>KINGS COU PUBLIC ADMN PUBLIC GDN</b>
Department of Public Works, Lake County	<b>LAKE COU PUBLIC WORKS</b>
<b>REDEVEL</b> Solano County Redevelopment Board	<b>SOLANO COU</b>
Humboldt County Regional Parks Department	<b>HUMBOLDT COU REGIONAL PKS</b>
County Sanitation District No. 25 <b>DIST 25</b>	<b>LOS ANGELES SANIT</b>
Board of Supervisors, Del Norte County	<b>DEL NORTE COU SUPERVISORS</b>
Trinity County Water Agency	<b>TRINITY COU WATER</b>

**SHERIFF'S AND MARSHALL'S CERTIFICATES OF SALE AND DEEDS, TAX DEEDS, TREASURER'S DEEDS, ETC.**

Section 26253 of the Government Code states, "When a conveyance is executed by a sheriff, the name of the sheriff and party charged in the execution shall both be inserted in the index." This applies regardless of who has signed the document (levying officer or process server).

Section 27333 of the Government Code states, "Conveyance of real estate made by a public officer pursuant to law shall be indexed in the name of the officer making the sale, and the name of the person owning the property so sold."

In addition to the individual, index the County agency as described above.

Mark Idhe, Sheriff	<b>IDHE MARK SONOMA COUNTY SHERIFF</b>
John F. Mahon, Jr. Marshall	<b>MAHON JOHN F JR TULARE COU MARSHALL</b>
Lawrence Grant, Tax Collector	<b>GRANT LAWRENCE MARIN COU TAX COLLR</b>
Evelyn McCloud, Clerk of the Superior Court	<b>MCCLOUD EVELYN PLACER COU SUPERIOR CT CLERK</b>

**SPECIAL CITY ABBREVIATIONS**

Documents to or from a City shall be indexed by writing the name of the City, following by the abbreviation of the word **City (CY)**, and an identifying department or division, if given.

City of Santa Rosa	<b>SANTA ROSA CY</b>
City of Orange	<b>ORANGE CY</b>
Town of Windsor	<b>WINDSOR TOWN</b>
City of San Francisco	<b>SAN FRANCISCO CY</b>
Los Angeles City	<b>LOS ANGELES CY</b>

Department of Veterans Affairs of the State of California **AFFAIRS** CALIFORNIA ST VETS

Division of Highway, State of California **HGWYS** CALIFORNIA ST

Division of Labor Law Enforcement of the Department of Industrial Relations **INDSTL RLTNS** CALIFORNIA ST

Division of Labor Law Enforcement of the State of California **LAW** CALIFORNIA ST LABOR

Franchise Tax Board **FRANCHISE TAX** CALIFORNIA ST

**LABOR**

Labor Commissioner, California **COMR** CALIFORNIA ST

**EQUAL**

State Board of Equalization **SPACE** CALIFORNIA ST

State Department of Education, Vocational Rehabilitation Service **EDUCATION** CALIFORNIA ST

State Housing & Community Development **HCD** CALIFORNIA ST

**LABOR**

State Labor Commissioner **COMR** CALIFORNIA ST

Sonoma County District Attorney and Family **FAMILY SUPPORT** SONOMA COU D A

State Lands Commissioner **LANDS** CALIFORNIA ST  
**COMR**

Veterans Welfare Board of the State of California **WELFARE** CALIFORNIA ST VETS

Specific offices of other States will be indexed in the same manner.

State Treasurer of the State of Michigan **TREASURER** MICHIGAN ST

**SPECIAL COUNTY ABBREVIATIONS**

Documents to or from a County shall be indexed by writing the name of the County, followed by the abbreviation for the word County (COU), and an identifying department or division, if given. When the County is not the first word it will be abbreviated with the proper abbreviation. The words Agency, Department, Commission and Board are dropped.

County of Ventura **VENTURA COU**  
Marin County **MARIN COU**

Sonoma County Open Space District **SONOMA COU OPEN SPACE**

Riverside County Board of Education **RIVERSIDE COU EDUCATION**

Plumas County Building Inspection Department **PLUMAS COUTY BLDG INSPECTION**

Placer County Central Collections **PLACER COU CENTRAL COLLS**

Los Angeles District Attorney's Office **LOS ANGELES COU D A**

Support

Ventura County Economic **VENTURA COU**

acting by or through ...

U.S.A. Dept. of Housing &  
Urban Development

**USA HUD**

United States of America,  
Dept. of

[Navy  
[Army  
[Treasury

**USA NAVY  
USA ARMY  
USA TREASURY**

USA Farmer's Home Administration      **USA FHA**

**SPECIAL STATE ABBREVIATIONS**

Department of  
[Air Force, USA  
[Treasury  
[Interior

**USA AIR FORCE  
USA TREASURY  
USA INTERIOR**

Documents to or from a State shall be indexed by writing the name of the State followed by the abbreviation for State (ST), and an identifying department or division, if given. When the name of the State is not the first word it will be abbreviated with the appropriate abbreviation.

U.S. Air Force

**USA AIR FORCE**

State of California  
State of Arizona  
State of Michigan

**CALIFORNIA ST  
ARIZONA ST  
MICHIGAN ST**

U.S. NAVY

**USA NAVY**

Secretary of the Treasury of  
the United States

**USA TREASURY**

Controller of the State  
of California

**CALIFORNIA ST  
CONTROLLER**

District Director of Internal  
Revenue

**USA INTERNAL  
REVENUE  
or  
USA IRS**

Department of Employment  
Development, State of  
California

**CALIFORNIA ST EMPL  
DEVEL**

Frank, S. Schidt, District

**USA INTERNAL  
REVENUE**

Department of Human  
Resources, State of  
California

**CALIFORNIA ST  
HUMAN  
RESOURCES**

Director of the Internal  
Revenue

W.J. Driver, Administrator  
of Veterans Affairs

**USA VETS AFFAIRS**

Department of Mental  
Hygiene, State of  
California

**CALIFORNIA ST  
MENTAL HYGIENE**

Robert C. Weaver, Federal  
Housing Commissioner

**USA FED HOUSING**

Department of Parks &  
Recreation, California

**CALIFORNIA ST PKS &  
RECREATION**

Small Business Administration

**USA SMALL BSNS  
ADMN  
or  
USA SBA**

Department of Public Works  
of the State of  
California

**CALIFORNIA ST  
PUBLIV WORKS**

**15. RESOLUTIONS, ANNEXATIONS, DETACHMENTS**

**a. Resolutions**

Index name of city or county and add identification in single or separate sequence.

Ordinance or Resolution Number	<b>SONOMA COU 1326</b>
Name of Subdivision (if given)	<b>IMPERIAL COU 1326 WINDY HILL SUBDV <u>or</u> IMPERIAL COU 1326 and IMPERIAL COU WINDY HILL SUBDV</b>
Name of Street (if given)	<b>IMPERIAL COU 1326 WINDY HILL SUBD PARKER HILL RD <u>or</u> IMPERIAL COU 1326 and IMPERIAL COU WINDY HILL SUBD and IMPERIAL COU HILL RD</b>

**PARKER**

If the Resolution affects an interest in real property or creates a lien on real property, and the owner's name is given, index name on a separate line.

**b. Annexations and Detachments**

Index name of city, county, or district and add name of project, number, and action (detach, attach, form). Jurisdiction may be omitted if index field size is limited.

City of Anaheim, Roseland <b>ROSELAND</b> Fire Protection District, <b>DIST</b> 91-103 Annexation	<b>ANAHEIM</b> <b>CY</b>  <b>FIRE</b> <b>PROTECTION</b>  <b>91 103 ANNEX <u>or</u></b> <b>ROSELAND FIRE</b> <b>PROTECTION DIST</b> <b>91 103 ANNEX</b>
County of Orange, Roseland Fire Protection District, 91-103 Detachment	<b>ORANGE COU</b> <b>ROSELAND FIRE</b> <b>PROTECTION DIST 91</b> <b>103 DETACH <u>or</u></b> <b>ROSELAND FIRE</b> <b>PROTECTION DIST</b> <b>91 103 DETACH</b>
County of Alameda, Formation of County Service Area No. 39 (Rosedale)	<b>ALAMEDA COU SERVICE</b> <b>AREA 39 ROSEDALE</b> <b>FORM</b>

**ABBREVIATIONS - SPECIAL**

**SPECIAL UNITED STATES OF AMERICA ABBREVIATIONS**

Documents to or from the United States of America, or the following specific department or divisions of the federal government, shall be indexed as shown.

<b>DOCUMENT</b>	<b>INDEX</b>
United States	<b>USA</b>
United States of America	<b>USA</b>
United States Government	<b>USA</b>
U.S. Government	<b>USA</b>
United States of America,	<b>USA</b>

### 13. ABBREVIATIONS CONTAINED IN DOCUMENTS

#### a. Known Abbreviations

When a document uses an abbreviation in a firm name, which differs from your abbreviation, use your abbreviation.

Manning Const. Co.	<b>MANNING CONSTR CO</b>
Hollywood Invest. Co.	<b>HOLLYWOOD INV CO</b>
Northbay S & L Assoc.	<b>NORTHBAY S&amp;L ASSN</b>

#### b. Unknown Abbreviations

When a document uses an unknown abbreviation or a word you do not abbreviate in a firm name, index as shown in the document.

Gould Elec. Contrcts. (Gould Electrical Contractors) Park Agcy. (Park Agency)	<b>GOULD ELEC CONTRCTS PARK AGCY</b>
--	--

### 14. TRUSTS, TRUST FUNDS, PENSION FUND, PENSION PLANS

#### a. Individual and Family Trusts

Individual or family trusts are indexed under the surname. Include the word "**Family**" in the name when given. Some counties would index the year when given.

John C. Milton Trust	<b>MILTON JOHN C TRUST</b>
The Gary Myers and Jane Myers 1995 Trust	<b>MYERS GARY &amp; JANE TRUST <u>or</u> MYERS GARY &amp; JANE 1995 TRUST</b>
The Johnson Family Trust	<b>JOHNSON FAMILY TRUST</b>

John Smith, M.D. Defined Benefit Trust	<b>SMITH JOHN TRUST</b>
---	-------------------------

#### c. Other Named Trusts, Plans and Funds

Other named trusts, plans and funds are indexed as shown eliminating all descriptive words (ie: Defined Benefit etc., Profit Sharing" etc., Retirement, "A", No. 1). Index the word "**TRUST**", "**PLAN**", or "**FUND**" at the end of the name (usually the last word). Also drop the words Keogh and IRA, unless they are the only word used to describe the trust.

<b>TRUST</b>	H P Employees Profit Sharing Trust	<b>HP EMPLOYEES</b>
	S F Fireman's Pension Plan	<b>S F FIREMANS PLAN</b>
	Carpenters Retirement & Vacation Trust	<b>CARPENTERS TRUST</b>
	Robert Hardin Keogh	<b>HARDIN ROBERT KEOGH</b>

If the name of trust is a company name index as shown.

John Smith, M.D. Inc. Defined Benefit Plan	<b>JOHN SMITH MD INC PLAN</b>
Frank Winters & Co. Employees Benefit Fund	<b>FRANK WINTERS &amp; CO FUND</b>
William Packard, a medical corporation, Defined Benefit Plan	<b>WILLIAM PACKARD PLAN</b>

Los Angeles Production  
Credit Assn. of Los Angeles

**LOS ANGELES  
PRODUCTION CR  
ASSN**

Drop the phrase "of Los Angeles County" from the end of the name of a public corporation (e.g. school district).

Santa Rosa City High School  
District of Sonoma County

**SANTA ROSA CY H S  
DISTRICT**

**10. FOREIGN NAMES**

**a. "Vda. de" or "V. de" in Name of Woman**

Omit "Vda. de" or "V. de" which stands for "viuda de" -- "widow of". These names may sometimes be double indexed for clarity.

Maria Morales V. de Bianco

**BIANCO MARIA  
MORALES or  
BIANCO MARIA and  
MORALES MARIA**

Alicia Sanchez Vda. de  
Martinez

**MARTINEZ ALICIA  
SANCHEZ or  
MARTINEZ ALICIA and  
SANCHEZ ALICIA**

**b. Chinese and Similar Names**

Index last names shown as surname, and other names as given names in the order shown. If entire name is hyphenated, index under hyphenated name.

Tuey Far Low  
Lew-Chung-Lee

**LOW TUEY FAR  
LEE LEW CHUNG**

If a common name appears first it is treated as a surname.

Tuey Far Low

**TUEY FAR LOW**

Tuey Soo Lee

**TUEY SOO LEE**

**c. Religious Names**

If no surname is shown, index under the religious title.

Sister Mary Claire  
Mother Florence  
Reverend Robert Jones

**SISTER MARY CLAIRE  
MOTHER FLORENCE  
JONES ROBERT**

**11. DIVISION OF CORPORATION**

Division of a parent corporation will be indexed as shown or as a separate name.

Standard Oil Company of  
California, Signal Division

**STANDARD OIL CO  
CA SIGNAL DIV.  
or**

**STANDARD OIL CO.  
CA  
and  
SIGNAL DIV**

Foster & Kleiser, Division  
of W.R. Grace & Co.

**FOSTER & KLEISER DIV  
W R GRACE & CO or  
FOSTER & KLEISER**

**DIV**

**and  
W R GRACE & CO**

Index any named subsidiary, "also known as", and "formerly known as" as a separate name.

**12. FICTITIOUS NAMES**

In Notice of Action or Lis Pendens only, ignore obviously fictitious names, such as John Doe, Richard Doe, Doe Roe Corporation, etc. If there is doubt as to name being fictitious, it must be indexed.

**c. Different Surnames**

If portion in parentheses is after the surname, index as two different surnames.

Margaret Rhodes (Adkins)                      **RHODES MARGARET  
ADKINS MARGARET**

**d. Within Firm Names**

Parenthetical additions or insertions in the middle of a firm name should be indexed as part of the name.

Church of Christ (Holiness U S A) of Ukiah                      **CHURCH OF CHRIST  
HOLINESS USA  
UKIAH**

Explanation of initials should be ignored.

I.O.O.F. (Odd Fellows) Endowment Fund                      **IOOF ENDOWMENT  
FUND**

Parenthetical additions at the end of a firm name should be ignored.

Sonoma Savings Co. (Mutual)                      **SONOMA SAVS CO**

Parenthetical additions in the middle of a firm name that describes the firm should be ignored.

Richardson M.D. Corp. (a non-profit corporation) Trust                      **RICHARDSON MD  
CORP  
TRUST**

**9. GEOGRAPHIC LOCATION IN FIRM NAME**

**a. "In", "At", or "Of" Followed by Location Names**

When a firm name is followed by the word "in", "at", or "of" and place of location, the place of location must be indexed, and the word "in", "at", or "of" may be dropped or included. If a County uses punctuation it would be included in these names.

General Tire Co. of Lakeport                      **GENERAL TIRE CO  
LAKEPORT *or*  
GENERAL TIRE CO OF  
LAKEPORT**

Crown Savings in the City of New York                      **CROWN SAVS NY CY  
*or*  
CROWN SAVS IN THE  
CY OF NY**

Bank of Kern at Bakersfield                      **BANK OF KERN  
BAKERSFIELD  
*or*  
BANK OF KERN AT  
BAKERSFIELD**

**b. Commas Followed by Location Names**

When a firm name is followed by a comma and then a word of location, index the place of location.

Steel and Iron Co., Dallas                      **STEEL & IRON CO  
DALLAS  
PACIFIC FIN CO  
FRESNO  
FIRST BAPTIST  
CHURCH COTATI**

**c. Repetition of Location Names**

When a firm name starts with a location and ends with the same location, do not index the last location.

Bill Jackson

**JACKSON BILL**

When a signature shows a hyphenated name and the caption does not index name both ways.

(Caption)  
Wilford Hyde White  
(Signature)  
Wilford Hyde-White

**WHITE WILFORD HYDE  
HYDEWHITE WILFORD**

**c. Obvious Typographical Errors**

Obvious typographical errors should be ignored, if it is possible to vary such errors by another portion of the same document.

(Caption)  
Pittsbrgh Plate Glass Co.  
(Signature)  
Pittsburgh Plate Glass Co.

**PITTSBURGH PLATE  
GLASS CO**

**7. COMMON NAMES**

**a. Common Surname**

When parties in a document have the same surname index separately.

John Brown and Lilly Brown

**BROWN JOHN  
BROWN LILLY**

Harold Evans and Mary  
Evans, husband and wife

**EVANS HAROLD  
EVANS MARY**

**b. Common Middle Name**

When husband and wife have the same middle name, index under the last name only.

John Lee Smith and Mary  
Lee Smith, h & w

**SMITH JOHN LEE  
SMITH MARY LEE**

**c. Single Surname**

When the surname is listed once with two first names index separately.

John & Lilly Brown

**BROWN JOHN  
BROWN LILLY**

**8. PORTIONS OF NAMES IN PARENTHESIS OR QUOTATION MARKS**

**a. Variation of Given Names or Nick Names**

If portion in parentheses appears to be variation of the given name index first name followed by "AKA" and then second name, or index as separate sequence.

James (Jim) Smith

**SMITH JAMES AKA JIM  
or  
SMITH JAMES and  
SMITH JIM**

George "Rocky" Brown

**BROWN GEORGE AKA  
ROCKY or  
BROWN GEORGE and  
BROWN ROCKY**

Mrs. J.S. (Alice) Green

**GREEN J S MRS AKA  
ALICE or  
GREEN J S MRS and  
GREEN ALICE**

**b. Maiden Names**

If portion in parentheses is before the surname and appears to be former name or maiden name, index as middle name.

Mary (Smith) Brown

**BROWN MARY SMITH**

**5. PUNCTUATION WITHIN A NAME**

**a. Hyphen and Comma**

If punctuation is not used leave a space for hyphen, comma, or slash within a firm name.

Johnson-Smith Printing Co.	<b>JOHNSON SMITH PRINTING CO</b>
Anderson, Jones & Company	<b>ANDERSON JONES &amp; CO</b>
Fenster/Pierce/Shaw Inc.	<b>FENSTER PIERCE SHAW INC.</b>
Har-And-Al Corp	<b>HAR &amp; AL CORP</b>

**b. Apostrophe**

Index name as one word. If a County uses punctuation it would be included in these names.

John C. O'Connor	<b>OCONNOR JOHN C.</b>
Mary L'Homedioux	<b>LHOMEHIEUX MARY</b>
Anton D'Amico	<b>DAMICO ANTON</b>
Henry's Shop	<b>HENRYS SHOP</b>
Boys' Market	<b>BOYS MKT</b>

**c. Ampersand (&)**

Use "&" for "and". Space on either side of an ampersand (except in Savings & Loan which is S&L).

Jones and Smith Co.	<b>JONES &amp; SMITH INC</b>
A. and W. Allison Co.	<b>A &amp; W ALLISON CO</b>
T & D Co.	<b>T &amp; D CO</b>

**6. VARIANCE IN NAMES OR INITIALS**

When there is a variance between the way names appear in the caption, at the signature (both signature and typing below signature), and in the acknowledgement, index the name the longest way, separate sequence, or as an "AKA".

**a. "Also Known As" and "Who Acquired Title As"**

Names in the caption following the words "also known as" and "who acquired title as" must be indexed, whether shown at the signature or acknowledgement or not.

(Caption)	
Alice M. White who acquired title as Alice M. Hill	
(Signature)	<b>WHITE ALICE M</b>
Alice M. White	<b>HILL ALICE M</b>

**b. Variation in names or initials in caption, signature, and acknowledgement may be indexed the longest way or as separate sequence when the surname is the same.**

(Caption)	
Mark Bruce Lansing	<b>LANSING MARK BRUCE</b>
(Signature)	<b><u>or</u> LANSING MARK BRUCE</b>
Mark B. Lansing	<b>and LANSING MARK B</b>

When given names show a variation use "AKA" to indicate variation or index as separate sequence. Do not truncate an AKA, use separate sequence for second name.

(Caption)	
Mark Bruce Lane	<b>LANE MARK BRUCE AKA MARK A</b>
(Signature)	<b><u>or</u> LANE MARK BRUCE and LANE MARK A</b>

(Caption)	
William Jackson	<b>JACKSON WILLIAM AKA BILL</b>
(Signature)	<b><u>or</u> JACKSON WILLIAM</b>

When capital letters are followed by a word which indicates a known product, commodity, location, common surname, or when the letters comprise the full name of the company, it shall be indexed as written. Such capital letters may be run together or spaced in the same manner as a coined word.

W-H Box Co.	<b>WH BOX CO</b> <u>or</u> <b>W H BOX CO</b>
TEB Manufacturing Co.	<b>TEB MFG CO</b>
T.E.B. Manufacturing Co.	<b>TEB MFG CO</b> <u>or</u> <b>T E B MFG CO.</b>
B.W. Paper Box Corp	<b>BW PAPER BOX CORP</b> <u>or</u> <b>B W PAPER BOX CORP</b>
J A N Escrow Co.	<b>JAN ESC CO</b> <u>or</u> <b>J A N ESC CO</b>
U.S. Steel Corporation	<b>US STEEL CORP</b> <u>or</u> <b>U.S. STEEL CORP</b>
F/G Bicycle Company	<b>FG BICYCLE CO</b> <u>or</u> <b>F G BICYCLE CO</b>
U.S. Grant Investment Co.	<b>U S GRANT INV CO</b> <u>or</u> <b>US GRANT INV CO</b>
W.H. Taylor Corporation	<b>W H TAYLOR CORP</b> <u>or</u> <b>WH TAYLOR CORP</b>

**e. Firm Names with Reference to Former Names**

When firm names are followed by "formerly known as", "successor in interest to", or "successor by merger with" each former name is indexed.

Great Western Bank,  
formerly known Great  
Western Savings & Loan  
Assn.

**GREAT WESTERN BK  
GREAT WESTERN S&L  
ASSN**

**4. DIRECTIONAL WORDS IN NAMES**

North, South, Southern, Northern, Eastern, Western

If abbreviations are used, abbreviate the above directional words when they are written as a separate word, except when used as a known or implied surname, or as a first word.

**a. Compound Directional Names**

If abbreviations are used, compound directional names may also be abbreviated (except as first word) by separating as shown below.

Northeast	<b>NO EAST</b>
North East	<b>NO EAST</b>
Northwest	<b>NO WEST</b>
North West	<b>NO WEST</b>
Southeastern	<b>SO EASTN</b>
South Eastern	<b>SO EASTN</b>
Southwestern	<b>SO WESTN</b>
South Western	<b>SO WESTN</b>

**b. Directional Names as Part of One-Word Names**

If the apparent directional word is part of a one-word name or a known or implied surname, index as written.

Northcott	<b>NORTHCOTT</b>
Southward	<b>SOUTHWARD</b>
Southshore	<b>SOUTHSHORE</b>
Northridge	<b>NORTHRIDGE</b>

Mary Black, Executor  
and Trustee

**BLACK MARY EXTR  
BLACK MARY TR or  
BLACK MARY EXTR &  
MARY TR**

William Johns, individually  
and as trustee

**JOHNS WILLIAMS  
JOHNS WILLIAM TR or  
JOHNS WILLIAM &  
WILLIAM TR**

**g. Successors in Interest**

Successors in interest may be indexed in some cases. For example Powers of Attorney or Decrees of Distribution.

**h. "For the Benefit Of ....."**

When an individual or company is named as acting "for the benefit of" another individual or company index both parties.

**3. FIRM NAMES**

**a. Business and Organization Names**

Index as shown. Ignore the word "The" when used as the first word of a firm name. Numerals in names are indexed as they appear. Prefixes in firm names are considered a part of the name. Follow the same rules as described in 1.b. Surname Prefixes or Compound Names.

Marvin B. Weber Trucking Co.

**MARVIN B WEBER  
TRUCKING CO**

Lake & De Angelis Inc.

**LAKE & DEANGELIS  
INC**

Smith Brown Construction

**SMITH BROWN  
CONSTRUCTION**

Patrick James Candy Co.  
M & A Alexander  
Productions

**PATRICK JAMES CANDY CO  
M & A ALEXANDER  
PRODUCTIONS  
JACK SMITH & BOB**

Jack Smith & Bob White

Partnership  
St. Anthony's Farms

**WHITE PTP  
STANTHONYS FARMS**

**b. Firm Names with Hyphens, Commas, or the Word "And"**

Firm names with hyphens, commas, slashes or the word "and" as part of the name are indexed as separate words in the order given. If a County uses punctuation it would be included in these names.

Scripps-Booth Company  
Ligget and Myers Co.  
Romer, Cooke Inc.  
Clark/Smith/Hayes, Inc.

**SCRIPPS BOOTH CO  
LIGGET & MYERS CO  
ROMER COOKE INC  
CLARK SMITH HAYES  
INC**

**c. Coined Names and Trade Names**

Coined names and trade names should be indexed as written.

Aunt Jemima Pancake

**AUNT JEMIMA  
PANCAKE**

Sam the Tailor  
Rose Hills Memorial Park

**SAM THE TAILOR  
ROSE HILLS  
MEMORIAL PARK**

Linda Mar Building Co.  
Mr. Piemaker  
Banc Plus  
FiBanc

**LINDA MAR BLDG CO  
MR PIEMAKER  
BANC PLUS  
FI BANC**

The Hardware Store  
Jack-in-the-Box  
865 Mart Inc.

**HARDWARE STORE  
JACK IN THE BOX**

5¢ Souvenir Company  
3M Corporation  
A-1 Rental  
A1 Rental  
El Sol Restaurant  
El Verano Bank

**865 MART INC  
5 CENT SOUVENIR CO  
3M CORPORATION  
A 1 RENTAL  
A1 RENTAL  
EL SOL RESTAURANT  
EL VERANO BK**

**d. Firm Names Beginning with or Containing Capital Letters or Initials**

Andrew de Dunick  
 Walter Van de Kamp  
 Lucy DellaRosa  
 John MacDonald  
 Harold Mc Coy  
 Robert McGowan  
 Henry Ten Eyck  
 Hamlet Ter Ohanion  
 Augustus Ver Planck

**DEDUNICK ANDREW  
 VANDEKAMP WALTER  
 DELLAROSA LUCY  
 MACDONALD JOHN  
 MCCOY HAROLD  
 MCGOWAN ROBERT  
 TENEYCK HENRY  
 TEROHANION HAMLE  
 VERPLANCK  
 AUGUSTUS  
 DELRIO DOLORES  
 STJAMES ALICE**

Donald Miller, iii  
 Robert H. Martin I V  
 Peter Winter, Jr.  
 Dr. Robert Kane  
 Rev. John W. Jones  
 Colonel R. M. Baker  
 Dr. Jones  
 Mr. & Mrs. Smith

**JOHNSON JOHN J III  
 MILLER DONALD III  
 MARTIN ROBERT H IV  
 WINTER PETER JR  
 KANE ROBERT  
 JONES JOHN W  
 BAKER R M  
 JONES DR  
 SMITH MR  
 SMITH MRS  
 SMITH JAMES  
 SMITH JAMES MRS  
 SMITH JAMES MRS**

Mr. & Mrs. James Smith

Mrs. James Smith

**c. Hyphenated Surnames of Individuals**

Hyphenated surnames are considered as one name. If the name is found both with and without a hyphen in the same document, index the name both ways.

Cecil P. Spring-Rice  
 Blanche Duff-Gordon

**SPRINGRICE CECIL P  
 DUFFGORDON  
 BLANCHE  
 TUNGYANG CHANG**

Chang Tung-Yang

**d. Compound and Hyphenated Given Names of Individuals**

Mary-Kay Winters  
 JoAnne Smith  
 Jo Anne Smith

**WINTERS MARYKAY  
 SMITH JOANNE  
 SMITH JO ANNE**

**e. Individual Names with Personal Suffixes and Professional Titles**

Personal suffixes are considered part of the name. Use alphabetic letters for roman numerals and eliminate space between such letters, or index as shown. Any known occupational or honorary title should be ignored, except when given alone with surname.

John J. Johnson, 3rd      **JOHNSON JOHN J 3RD**

or

**f. Individual Names with Capacity Indicated**

When the capacity of an individual is given it is indexed after the name if it is one of the following:

Bankrupt		BKPT
Administrator	ADMR	
Administratrix	ADMR	
Conservator		CONSER
Custodian		CUSTDN
Estate (deceased, minor, or incapacitated)		EST
Executor		EXTR
Executrix		EXTR
Life Estate		LF EST
Liquidator		LIQR
Guardian		GDN
Personal Representative		PERS REP
Receiver		RECVR
Trustee		TR

If more than one capacity is given for an individual index each capacity. They may be indexed serially or in separate sequence.

## RULES OF INDEXING

### GENERAL

Rules of indexing describe how individual names, company names and government entities will appear in an index. (See also **LEGAL OPINIONS** on indexing)

Some counties use punctuation and others use none; some counties compress names such as McDonald and others do not. Alternative examples have been provided for these variations.

These rules are compiled from **ANSI / ARMA (American National Standards Institute / Association of Record Managers and Administrators)** Alphabetic Filing Rules 1 - 1990, the Los Angeles Indexing Manual (last edition 1988), and other local manuals. They can be easily modified to meet individual local requirements.

It is assumed that each county will choose a **consistent** method for indexing each of the alternatives shown in this section regarding indexing. It is not intended that all versions be used. These alternatives are identified by an "**or**" as shown in the following illustration:

NAME ON DOCUMENT	INDEX
John J. Johnson 3rd	<b>JOHNSON JOHN J 3RD <u>or</u></b> <b>JOHNSON JOHN J III</b>

### RULES OF INDEXING

#### 1. ABBREVIATIONS

Abbreviations are used to save space and time. It is recommended that if abbreviations are used they be used consistently and in all cases. It is recommended that first words **not** be abbreviated, to facilitate searching.

NOTE: The index examples used in this manual are abbreviated

using the list that appears in the Abbreviations section.

#### 2. NAMES OF INDIVIDUALS

##### a. Single Word Names

Transpose names of individuals, indexing surname first, followed by given names and/or initials. If a County uses punctuation and/or lower case it would be included in these names.

##### NAME ON DOCUMENT INDEX

John J. Brown	<b>BROWN JOHN J <u>or</u></b> <b>BROWN, JOHN J. <u>or</u></b> <b>Brown, John J. etc.</b>
---------------	--

For the purposes of brevity examples will be given in upper case without punctuation. Other variations will be shown.

##### b. Surname Prefixes or Compound Surnames

Prefixes on individual names or surnames are considered a part of the name. Examples of prefixes are: **D', Da, De, Del, De la, Della, Den, Des, Di, Du, El, Fitz, L', La, Las, Le, Les, Lo, Los, M', Mac, Mc, O', St., Ste., Saint, Te, Ten, Ter, Van, Van de, Van der, Von, Von der.** Index the compound names as one word. If a County uses punctuation it would be included in these names.

Maria Aguilar Del Rio	<b>DELRIO MARIA AGUILAR</b>
Molly O'Hare Smith	<b>SMITH MOLLY OHARE</b>
Sven Te Velde	<b>TEVELDE SVEN</b>
Mary Der Kegian	<b>DERKEGIAN MARY</b>

IND-46

INDEXING INSTRUCTIONS(cont.)

DOCUMENT TITLE NO	GRANTOR (name,name of)	GRANTEE (name,name of)	DRIM	PG
Water license - for diversion & use of water	STATE WATER RIGHTS	LICENSEE		168
Water license - order revoking	LICENSEE	STATE WATER RIGHTS		169
Water pollution cleanup & abatement - notice of lien	OWNER	PUBLIC AGENCY		223
Water rights proceedings - notice of claim of	OWNER, PUBLIC AGENCY	-		72
Waterfowl habitat conservation contract (Fish & Game Code 3462(a))	OWNER, STATE FISH & GAME	-		184
Will - notice of interest in real property under (Probate Code 1354(c))	OWNER	PARTY CLAIMING INTEREST		229
Withdraw of notice of action	PLAINTIFF	DEFENDANT		130
Withdrawal of lis pendens - notice of	PLAINTIFF	DEFENDANT		130
Withdrawal of non-renewal - agricultural preserve - notice of	OWNER, PUBLIC AGENCY	-		221

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
	<b>REFERENCE</b>			
Uninsured employer - certificate of lien	<b>EMPLOYER, DEBTOR</b>	<b>CLAIMANT</b>		109
Unlawful detainer bond	<b>BONDED PRINCIPAL, SURETY (optional)</b>	-		48
Unpaid charges - irrigation district - certificate of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		204
Unsecured property tax judgment - county	<b>TAXPAYER</b>	<b>PUBLIC AGENCY</b>		143
Unsecured property tax judgment - release of	<b>TAX COLLECTOR</b>	<b>TAXPAYER</b>		194
Utility charges - statement of delinquent	<b>DELETED</b>			162
Utility lien - park & recreation - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		226
Veterans contract of sale - notice of cancellation	<b>VETERAN</b>	<b>DEPARTMENT OF VETERANS AFFAIRS</b>		150
Violation - notice of (Government Code 66499.36)	<b>OWNER / PARTY SIGNING</b>	-		77
Voluntary petition in bankruptcy	<b>PETITIONER</b>	-		156
Waiver	<b>PARTY WAIVING</b>	<b>OWNER</b>		144
Waste site - notice of closure of	<b>OWNER, OPERATOR</b>	-		149
Water charges - certificate of delinquent (Public Utility Code 16472.1(c))	<b>OWNER</b>	<b>WATER DISTRICT</b>		106
Water & irrigation district - certificate of redemption	<b>WATER / IRRIGATION DISTRICT</b>	<b>OWNER</b>		21

**IND-44**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR  (name,name of)</b>	<b>GRANTEE  (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Trust - declaration of	<b>TRUSTOR</b>	<b>TRUSTEE, TRUST, BENEFICIARY (optional)</b>		35
Trust deed - assignment of	<b>ASSIGNOR, TRUSTOR</b>	<b>ASSIGNEE</b>		31
Trust deed - assumption of	<b>ASSUMING PARTY</b>	<b>BENEFICIARY, OLD OWNER / TRUSTOR</b>		137
Trustee - resignation of	<b>TRUSTEE</b>	-		234
Trustee - substitution of (Uniform Rule #1)	<b>TRUSTOR, BENEFICIARY (optional)</b>	<b>NEW TRUSTEE</b>		14
Trustee's deed (Government Code 27263)	<b>TRUSTEE, ORIGINAL TRUSTOR</b>	<b>PURCHASER</b>		63
Trustee's deed - notice of rescission of	<b>TRUSTEE, BENEFICIARY / PURCHASER</b>	<b>TRUSTOR</b>		232
Trustee's sale - notice of	<b>TRUSTOR</b>	-		57
UCC 3 - financing statement - continuation (Uniform Commercial Code 9519)	<b>DEBTOR, TRADE NAME, LAND OWNER (if applicable) &amp; UCC-1 REFERENCE</b>	<b>SECURED PARTY (optional)</b>		102
UCC-1 - financing statement (Uniform Commercial Code 9519)	<b>DEBTOR, TRADE NAME, LAND OWNER (if different)</b>	<b>SECURED PARTY (optional), ASSIGNEE (if named)</b>		101
UCC-3 - financing statement - assignment (Uniform Commercial Code 9519)	<b>ASSIGNOR, DEBTOR, TRADE NAME, &amp; UCC-1 REFERENCE</b>	<b>ASSIGNEE</b>		102
UCC-3 - financing statement - termination / partial release (Uniform Commercial Code 9519)	<b>SECURED PARTY (optional)</b>	<b>DEBTOR, TRADE NAME, UCC-1 REFERENCE</b>		102
UCC-5 – correction statement (Uniform Commercial Code 9519)	<b>SAME AS ORGINIAL FILING/ RECORDING, &amp; UCC-1</b>			264

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Tax defaulted property - rescission of notice of power to sell	<b>TAX COLLECTOR</b>	<b>TAXPAYER</b>		74
Tax defaulted property - tax deed to purchaser of (G. Code 27333 - Name of public officer)	<b>TAX COLLECTOR, TAXPAYER</b>	<b>PURCHASER</b>		75
Tax defaulted property - cancellation of notice of power to sell	<b>TAX COLLECTOR</b>	<b>TAXPAYER</b>		197
Tax judgment - unsecured property - release of	<b>TAX COLLECTOR</b>	<b>TAXPAYER</b>		194
Tax lien - state - notice of	<b>TAXPAYER</b>	<b>PUBLIC AGENCY</b>		25
Tax notice - delinquent	<b>PUBLIC AGENCY</b>	-		128
Termination of hazard waste restrictions (Health & Safety Code 25235)	<b>DEPT HEALTH SERVICES</b>	<b>OWNER</b>		71
Termination of powers - affidavit of lack of knowledge of	<b>PRINCIPAL, ATTORNEY IN FACT</b>	-		238
Testamentary / administration - letters	<b>DECEDENT</b>	<b>APPOINTEE</b>		164
Timberland conversion permit	<b>STATE FORESTRY</b>	<b>OWNER</b>		217
Timberland conversion permit - revocation of	<b>PERMIT HOLDER</b>	<b>STATE FORESTRY</b>		218
Title company - release of deed of trust by	<b>TITLE COMPANY</b>	<b>TRUSTOR</b>		182
Transfer - notice of statutory limitation on (Health & Safety Code 1779.4(5))	<b>OWNER, PROVIDER</b>	-		191
Transmutation - declaration of	<b>DECLARANT</b>	-		247

**IND-42**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR  (name,name of)</b>	<b>GRANTEE  (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Subordination Agreement	<b>OWNER, TRUSTOR / DEBTOR / TAXPAYER / LESSOR</b>	<b>PARTY SUBORDINATED TO</b>		98
Subordination lien for postponed property taxes agreement	<b>TAXPAYER, PUBLIC AGENCY</b>	<b>NEW LENDER</b>		60
Substandard building & demolition - declaration of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		166
Substandard building - notice of compliance	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		215
Substandard building - notice of non-compliance	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		214
Substituted easement	<b>OWNER</b>	-		141
Substitution of payee	<b>PUBLIC AGENCY, DEBTOR</b>	<b>SUBSTITUTED PAYEE</b>		252
Substitution of trustee (Uniform Rule #1)	<b>TRUSTOR, BENEFICIARY (optional)</b>	<b>NEW TRUSTEE</b>		14
Support of judgement - abstract of	<b>DEBTOR</b>	<b>CREDITOR</b>		188
Surety bond - release of lien	<b>PRINCIPAL, SURETY (optional)</b>	<b>OBLIGEE</b>		15
Tax deed to purchaser of tax defaulted property (G. Code 27333 - Name of public officer)	<b>TAX COLLECTOR, TAXPAYER</b>	<b>PURCHASER</b>		75
Tax deed to purchaser - rescission of - clerical error (G. Code 27333 - Name of public officer)	<b>PURCHASER, TAX COLLECTOR</b>	<b>DEFAULTING TAXPAYER</b>		20
Tax deed - cancellation of - bad check (G. Code 27333 - Name of public officer)	<b>PURCHASER, TAX COLLECTOR</b>	<b>TAX PAYER</b>		121
Tax defaulted property - notice of conversion from tax deeded to	<b>TAXPAYER, CALIF STATE</b>	<b>TAX COLLECTOR</b>		76
Tax defaulted property - notice of power to sell	<b>TAXPAYER</b>	<b>TAX COLLECTOR</b>		73

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Special tax lien - notice of cessation	<b>COMMUNITY FACILITIES DISTRICT</b>	<b>OWNER</b>		179
Special tax lien - notice of (Streets & Highways Code 3114.5)	<b>OWNER</b>	<b>COMMUNITY FACILITIES DISTRICT (cross reference to Assessment Map)</b>		177
Standby charge - certificate of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		186
State highway map	<b>STATE DEPT OF TRANSPORTATION</b>	-		114
State medi-cal - notice of lien	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		237
State tax lien - notice of	<b>TAXPAYER</b>	<b>PUBLIC AGENCY</b>		25
Statement of delinquent utility charges	<b>DELETED</b>			162
Statement of partnership - general	<b>PARTNERSHIP</b>	-		59
Statutory limitation on transfer - notice of (Health & Safety Code 1779.4(5))	<b>OWNER, PROVIDER</b>	-		191
Stock - notice of intended transfer of	<b>TRANSFEROR, BUSINESS (if given)</b>	<b>TRANSFeree</b>		100
Subdivision map - certificate of official redeeming officer	<b>OWNER / DECLARANT / SUBDIVISION, PUBLIC AGENCY</b>	-		107
Subdivision / parcel map	<b>OWNER SUBDIVISION (if given)</b>	-		110
Subordinated deed of trust	<b>TRUSTOR</b>	<b>BENEFICIARY</b>		87

**IND-40**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Sale by county treasurer - certificate of	<b>TREASURER, DISTRICT</b>	<b>TREASURER AS TRUSTEE</b>		240
Sale - by sheriff or marshall - certificate of	<b>DEBTOR, SHERIFF / MARSHALL</b>	<b>PURCHASER</b>		24
Sale of home - order for deferred	<b>OWNERS</b>	-		181
Sale / merger by superintendent of banks - certificate of	<b>MERGING BANKS</b>	<b>RESULTING BANK</b>		174
Sanitation district - resolution of name change of	<b>OLD NAME</b>	<b>NEW NAME</b>		180
Satisfaction of judgment	<b>CREDITOR</b>	<b>DEBTOR</b>		108
Seismic building hazard - notice of abatement	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		206
Seismic building hazard - notice of lien	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		207
Seismic building hazard - order appointing receiver	<b>OWNER</b>	<b>RECEIVER</b>		208
Seismic hazard map	<b>FOR POSTING ONLY</b>			205
Separate assessment - request for exemption form	<b>OWNERS</b>	-		193
Severance of joint tenancy - declaration of	<b>PARTIES NAMED</b>	-		154
Sewer lien - assessment district - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		228
Sewer lien - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		227
Special tax lien - addendum to notice of	<b>COMMUNITY FACILITIES DISTRICT</b>	<b>OWNER</b>		190
Special tax lien - notice of amendment to (Sts. & Hwy. Code 3117.5, 3114.5(c))	<b>OWNER</b>	<b>COMMUNITY FACILITIES DISTRICT (cross reference to Assessment Map)</b>		213
Special tax lien - notice of cancellation	<b>COMMUNITY FACILITIES DISTRICT</b>	<b>OWNER</b>		183

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Resolution of historical resources designation (Public Resources Code 5029(d))	<b>OWNER, PUBLIC AGENCY &amp; RESOLUTION NO. (if given)</b>	-		224
Resolution of name change of sanitation district	<b>OLD DISTRICT</b>	<b>NEW DISTRICT</b>		180
Restrictions - hazardous waste (Health & Safety Code 25230)	<b>OWNER</b>	<b>DEPT HEALTH SERVICES</b>		70
Restrictions - rescission of declaration of	<b>DECLARANTS</b>	-		17
Reversion to acreage - map	<b>OWNER</b>	-		119
Revocation of consent to use land - notice of	<b>OWNER</b>	-		148
Revocation of power of attorney	<b>PRINCIPAL REVOKING</b>	-		41
Revocation of timberland conversion permit	<b>PERMIT HOLDER</b>	<b>STATE FORESTRY</b>		218
Revocation / cancellation of premarital agreement	<b>PARTING SIGNING</b>	-		123
Revocation / rescission of deed	<b>PARTY REVOKED</b>	<b>PARTY REVOKING OR ACQUIRING</b>		139
Revoking water license - order	<b>LICENSEE</b>	<b>STATE WATER RIGHTS</b>		169
Right of offer of dedication - abandonment of	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		136
Right of redemption release (Code of Civil Procedure 2103(a)(2))	<b>INTERNAL REVENUE SERVICE, TAXPAYER</b>	<b>PURCHASER</b>		118
Right to cure default - campground - notice of	<b>BENEFICIARY, OPERATOR OWNER</b>	-		199

**IND-38**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Request for copy of notice of default (Civil Code 2924(b))	<b>TRUSTOR, MAILEE / PERSON REQUESTING COPIES</b>	-		65
Request for dismissal	<b>PARTY RELEASING</b>	<b>PARTY BEING RELEASED</b>		175
Request for exemption from separate assessment	<b>OWNERS</b>	-		193
Request for notice of default - rescission / cancellation of	<b>TRUSTOR, MAILEE</b>	-		127
Request for notice of delinquency	<b>TRUSTOR, MAILEE</b>	-		90
Rescind deed to life care provider, notice of intent to	<b>LIFE CARE PROVIDER</b>	<b>ORIGINAL GRANTOR</b>		196
Rescission of deed of reconveyance	<b>TRUSTOR</b>	-		91
Rescission of foreclosure deed - notice of	<b>FORECLOSED OWNER, PURCHASER</b>	-		140
Rescission of notice of power to sell - cancellation of - bad check	<b>TAXPAYER</b>	<b>TAX COLLECTOR</b>		122
Rescission of notice of power to sell tax defaulted property	<b>TAX COLLECTOR</b>	<b>TAXPAYER</b>		74
Rescission of release of federal tax lien (Code of Civil Procedure 2103(a)(2))	<b>TAXPAYER</b>	<b>INTERNAL REVENUE SERVICE</b>		125
Rescission of trustee's deed - notice of	<b>TRUSTEE, BENEFICIARY / PURCHASER</b>	<b>TRUSTOR</b>		232
Rescission / cancellation of request for notice of default	<b>TRUSTOR, MAILEE</b>	-		127
Resignation of trustee	<b>TRUSTEE</b>	-		234
Resolution abandoning cemetery	<b>CEMETERY</b>	-		89
Resolution confirming delinquent charges	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		225

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Release of inheritance tax lien - certificate of	<b>PUBLIC AGENCY</b>	<b>TAXPAYER</b>		23
Release of lessee's interest in lease	<b>LESSEE</b>	<b>LESSOR</b>		165
Release of lien	<b>PARTY RELEASING</b>	<b>PARTY BEING RELEASED</b>		160
Release of lien by state agency	<b>PUBLIC AGENCY</b>	<b>TAXPAYER</b>		167
Release of lien - nuisance abatement	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		211
Release of mechanic's lien - by court order	<b>CLAIMANT</b>	<b>OWNER</b>		66
Release of mechanic's lien - by claimant	<b>CLAIMANT</b>	<b>PARTY BEING RELEASED</b>		64
Release of mortgage	<b>MORTGAGEE</b>	<b>MORTGAGOR</b>		172
Release of notice of assessment lien	<b>ASSOCIATION / PUBLIC AGENCY</b>	<b>OWNER</b>		131
Release - right of redemption (Code of Civil Procedure 2103(1)(2))	<b>INTERNAL REVENUE SERVICE TAXPAYER</b>	<b>PURCHASER</b>		118
Release / subordination of judgment lien	<b>CREDITOR</b>	<b>DEBTOR</b>		145
Removal of invalid lien	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		146
Removal of personal property - consent to	<b>OWNER</b>	<b>LIENHOLDER</b>		93
Renewal of judgment - and application for	<b>DEBTOR</b>	<b>CREDITOR</b>		124
Rent control memorandum	<b>OWNER, PUBLIC AGENCY</b>	-		185
Rent / lease agreement - notice to enforce	<b>OWNER, PUBLIC AGENCY</b>	-		103

**IND-36**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Real property of small value - affidavit of (Probate Code 13202)	<b>DECEASED</b>	<b>SUCCESSORS IN INTEREST</b>		230
Real property under will - notice of interest in (Probate Code 1354(c))	<b>OWNER</b>	<b>PARTY CLAIMING INTEREST</b>		229
Recision - notice of	-	<b>TRUSTOR</b>		16
Recision of declaration of restrictions	<b>DECLARANTS</b>	-		17
Recision of tax deed to purchaser - clerical error (G. C. 27333 - Name of public officer)	<b>PURCHASER, TAX COLLECTOR</b>	<b>DEFAULTING TAXPAYER</b>		20
Reconveyance	-	<b>TRUSTOR</b>		62
Reconveyance - rescission of	<b>TRUSTOR</b>	-		91
Record of survey (Business & Professions Code 8770)	<b>OWNER (if given), GRANT / TRACT / LOT &amp; BLOCK / GOVT SURETY</b>	-		111
Recorded deed - notice of non-acceptance of	<b>PERSON SIGNING / BENEFICIARY</b>	<b>GRANTOR FROM DEED IN LIEU</b>		233
Regulatory agreement - low cost housing	<b>ALL PARTIES SIGNING</b>	<b>OTHER PARTIES</b>		161
Release of certificate of cancellation lien - agricultural preserve	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		134
Release of county unsecured property tax judgment	<b>TAX COLLECTOR</b>	<b>TAXPAYER</b>		194
Release of deed of trust by title company	<b>TITLE COMPANY</b>	<b>TRUSTOR</b>		182
Release of federal tax lien - certificate of (Code of Civil Procedure 2103(1)(2))	<b>INTERNAL REVENUE SERVICE</b>	<b>TAXPAYER</b>		22
Release of federal tax lien - rescission of (Code of Civil Procedure 2103(1)(2))	<b>TAXPAYER</b>	<b>INTERNAL REVENUE SERVICE</b>		125

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Premarital agreement - revocation / cancellation of	<b>PARTIES SIGNING</b>	-		123
Prenuptial agreement	<b>PARTIES SIGNING</b>	-		11
Preserve easement - notice of intent to	<b>ALL CLAIMANTS</b>	-		94
Preserve interest - notice of intent to (Civil Code 880.350)	<b>ALL CLAIMANTS</b>	-		138
Preserve mineral rights - notice of intent to (Civil Code 883.350)	<b>ALL CLAIMANTS</b>	-		78
Private cemetery - declaration of intention	<b>CEMETERY</b>	-		95
Private easement - notice of claim of	<b>CLAIMANT</b>	-		92
Probate estate - disclaimer of interest	<b>DECLARANT</b>	<b>DECEDENT</b>		250
Process server bond	<b>BONDED PRINCIPAL, SURETY (optional)</b>	-		48
Proof of labor - mining claim	<b>OWNER, MINING CLAIM</b>	-		68
Property bond - order exonerating	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		158
Property tax - certificate of delinquent personal	<b>TAXPAYER</b>	<b>TAX COLLECTOR</b>		159
Property tax judgment - unsecured - county	<b>TAXPAYER</b>	<b>PUBLIC AGENCY</b>		143
Public agency - notice of constraint	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		248

**IND-34**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Partnership - general	<b>PARTNERSHIP</b>	-		59
Partnership - limited	<b>LIMITED PARTNERSHIP</b>	-		18
Patent & trust termination - state of California	<b>PUBLIC AGENCY</b>	<b>GRANTEE</b>		170
Payee - substitution of	<b>PUBLIC AGENCY, DEBTOR</b>	<b>SUBSTITUTED PAYEE</b>		252
Pending action - notice of - lis pendens	<b>DEFENDANT</b>	<b>PLAINTIFF</b>		44
Performance bond	<b>PRINCIPAL, CONTRACTOR, SURETY (optional)</b>	-		97
Permit - timberland conversion	<b>STATE FORESTRY</b>	<b>OWNER</b>		217
Permit - timberland conversion - revocation of	<b>PERMIT HOLDER</b>	<b>STATE FORESTRY</b>		218
Personal property tax - certificate of delinquent	<b>TAXPAYER</b>	<b>TAX COLLECTOR</b>		159
Pet cemetery - declaration of dedication	<b>DECLARANTS, CEMETERY (if given)</b>	-		8
Petition in bankruptcy - voluntary	<b>PETITIONER</b>	-		156
Photocopier bond	<b>BONDED PRINCIPAL, SURETY (optional)</b>	-		48
Postponed property taxes - agreement for subordination lien	<b>TAXPAYER, PUBLIC AGENCY</b>	<b>NEW LENDER</b>		50
Power of attorney	<b>DONOR</b>	<b>DONEE</b>		61
Power of attorney - revocation of	<b>PRINCIPAL REVOKING</b>	-		41
Power to sell - cancellation of rescission of notice of - bad check	<b>TAXPAYER</b>	<b>TAX COLLECTOR</b>		122
Power to sell tax defaulted property - notice of	<b>TAXPAYER</b>	<b>TAX COLLECTOR</b>		73
Power to sell tax defaulted property - rescission of notice of	<b>TAX COLLECTOR</b>	<b>TAXPAYER</b>		74

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Nuisance abatement - notice of lien	OWNER	PUBLIC AGENCY		210
Nuisance abatement - release of lien	PUBLIC AGENCY	OWNER		211
Offer of dedication - abandonment of right of	PUBLIC AGENCY	OWNER		136
Offer of dedication - acceptance of irrevocable	OWNER	PUBLIC AGENCY		135
Offer of dedication - irrevocable	OWNER	PUBLIC AGENCY		126
Official map	AGENCY (CITY / COUNTY)	-		115
Option to purchase	OPTIONOR	OPTIONEE		58
Order	PARTY DEPRIVED OF INTEREST	PARTY RETAINING / ACQUIRING INTEREST		82
Order appointing receiver - seismic building hazard	OWNER	RECEIVER		208
Order exonerating property bond	PUBLIC AGENCY	OWNER		158
Order for deferred sale of home	OWNERS	-		181
Order - indigent defendant	DEFENDANT	PUBLIC AGENCY		192
Order revoking water license	LICENSEE	STATE WATER RIGHTS		169
Parcel / subdivision map	OWNER, SUBDIVISION (if given)	-		110
Park & recreation - notice of utility lien	OWNER	PUBLIC AGENCY		226

**IND-32**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR</b> <small>(name,name of)</small>	<b>GRANTEE</b> <small>(name,name of)</small>	<b>DRIM</b>	<b>PG</b>
Notice of sewer lien - assessment district	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		228
Notice of special tax lien - addendum to	<b>COMMUNITY FACILITIES DISTRICT</b>	<b>OWNER</b>		190
Notice of special tax lien - amend. (Streets & Highways Code 3117.5, 3114.5(c))	<b>OWNER</b>	<b>COMMUNITY FACILITIES DISTRICT (cross reference to Assessment Map)</b>		213
Notice of special tax lien (Streets & Highways Code 3117.5, 3114.5(c))	<b>OWNER</b>	<b>COMMUNITY FACILITIES DISTRICT (cross reference to Assessment Map)</b>		177
Notice of state gift tax lien	<b>TAXPAYER</b>	<b>PUBLIC AGENCY</b>		147
Notice of state tax lien	<b>TAXPAYER</b>	<b>PUBLIC AGENCY</b>		25
Notice of statutory limitation on transfer (Health & Safety Code 1779.4(5))	<b>OWNER, PROVIDER</b>	-		191
Notice of trustee's sale	<b>TRUSTOR</b>	-		57
Notice of utility lien - park & recreation	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		226
Notice of violation (Government Code 66499.36)	<b>OWNER / PARTY SIGNING</b>	-		77
Notice of withdraw of notice of action	<b>PLAINTIFF</b>	<b>DEFENDANT</b>		130
Notice of withdrawal of lis pendens	<b>PLAINTIFF</b>	<b>DEFENDANT</b>		130
Notice of withdrawal of non-renewal - agricultural preserve	<b>OWNER, PUBLIC AGENCY</b>	-		221
Notice of intent to preserve interest (Civil Code 880.350)	<b>ALL CLAIMANTS</b>	-		138
Notice to enforce rent / lease agreement	<b>OWNER, PUBLIC AGENCY</b>	-		103

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Notice of non-acceptance of recorded deed	<b>PERSON SIGNING / BENEFICIARY</b>	<b>GRANTOR FROM DEED IN LIEU</b>		233
Notice of non-compliance - substandard building	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		214
Notice of non-renewal - agricultural preserve	<b>OWNER, PUBLIC AGENCY</b>	-		220
Notice of non-responsibility	<b>OWNER, PURCHASER / LEASEE</b>	-		56
Notice of ownership & claim to property - destroyed records	<b>CLAIMANT</b>	-		43
Notice of pending action - lis pendens	<b>DEFENDANT</b>	<b>PLAINTIFF</b>		44
Notice of power to sell tax defaulted property	<b>TAXPAYER</b>	<b>TAX COLLECTOR</b>		73
Notice of power to sell tax defaulted property - rescission of	<b>TAX COLLECTOR</b>	<b>TAXPAYER</b>		74
Notice of power to sell tax defaulted property - cancellation of	<b>TAX COLLECTOR</b>	<b>TAXPAYER</b>		197
Notice of rescission	-	<b>TRUSTOR</b>		16
Notice of rescission of foreclosure deed	<b>FORECLOSED OWNER, PURCHASER</b>	-		140
Notice of rescission of trustee's deed	<b>TRUSTEE, BENEFICIARY / PURCHASER</b>	<b>TRUSTOR</b>		232
Notice of revocation of consent to use land	<b>OWNER</b>	-		148
Notice of right to cure default - campground	<b>BENEFICIARY, OPERATOR, OWNER</b>	-		199
Notice of sewer lien	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		227

**IND-30**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR</b> <small>(name,name of)</small>	<b>GRANTEE</b> <small>(name,name of)</small>	<b>DRIM</b>	<b>PG</b>
Notice of intent to preserve easement	<b>ALL CLAIMANTS</b>	-		94
Notice of intent to preserve mineral rights (Civil Code 883.350)	<b>ALL CLAIMANTS</b>	-		78
Notice of intent to remove delinquent special installment from tax roll	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		251
Notice of intent to rescind deed to life care provider	<b>LIFE CARE PROVIDER</b>	<b>ORIGINAL GRANTOR</b>		196
Notice of interest in real property under will (Probate Code 1354(c))	<b>OWNER</b>	<b>PARTY CLAIMING INTEREST</b>		229
Notice of levy (Code of Civil Procedure 700.015(a), 700.020(a))	<b>DEFENDANTS / DEBTORS, ALL OTHERS w / PROPERTY INTEREST</b>	<b>LEVYING OFFICER</b>		13
Notice of lien - design professional	<b>OWNER</b>	<b>DESIGN PROFESSIONAL</b>		212
Notice of lien - life care provider	<b>LIFE CARE PROVIDER</b>	<b>PUBLIC AGENCY</b>		198
Notice of lien - nuisance abatement	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		210
Notice of lien - seismic building hazard	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		207
Notice of lien - state medi cal	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		237
Notice of lien - water pollution cleanup & abatement	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		223
Notice of location - mining claim	<b>OWNER, MINING CLAIM</b>	-		55
Notice of merger	<b>OWNER</b>	-		67
Notice of mobile home conversion to real property (Health & Safety Code 18555(d)(2))	<b>OWNER</b>	-		236

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Notice of conversion from tax deeded to tax defaulted property	<b>TAXPAYER, CALIF STATE</b>	<b>TAX COLLECTOR</b>		76
Notice of default	<b>TRUSTOR</b>	-		54
Notice of default - request for copy (Civil Code 2924(b))	<b>TRUSTOR, MAILEE / PERSON REQUESTING COPIES</b>	-		65
Notice of default - rescission / cancellation of request for	<b>TRUSTOR, MAILEE</b>	-		127
Notice of delinquency - request for	<b>TRUSTOR, MAILEE</b>	-		90
Notice of extension of mechanic's lien	<b>OWNER</b>	<b>CLAIMANT</b>		40
Notice of federal tax lien (Code of Civil Procedure 2103(a)(2))	<b>TAXPAYER</b>	<b>INTERNAL REVENUE SERVICE</b>		26
Notice of final description	<b>OWNER</b>	-		151
Notice of graffiti nuisance abatement lien	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		239
Notice of intended sale	<b>TRANSFEROR, BUSINESS</b>	<b>TRANSFeree</b>		80
Notice of intended sale & leaseback	<b>TRANSFeree, BUSINESS</b>	<b>TRANSFEROR</b>		79
Notice of intended transfer of alcoholic license	<b>TRANSFEROR, BUSINESS (if given)</b>	<b>TRANSFeree</b>		99
Notice of intended transfer - stock	<b>TRANSFEROR, BUSINESS (if given)</b>	<b>TRANSFeree</b>		100
Notice of intent to hold - mill site	<b>OWNER, MINING CLAIM</b>	-		195

**IND-28**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR  (name,name of)</b>	<b>GRANTEE  (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Notice of assessment lien - release of	<b>ASSOCIATION / PUBLIC AGENCY</b>	<b>OWNER</b>		131
Notice of assumption of transferor's debts - bulk sale	<b>TRANSFEROR</b>	<b>TRANSFeree</b>		209
Notice of award of contract - assessment district	<b>OWNER, ASSESSMENT DISTRICT</b>	-		231
Notice of bulk sale	<b>TRANSFEROR, BUSINESS</b>	<b>TRANSFeree</b>		80
Notice of cancellation of special tax lien	<b>COMMUNITY FACILITIES DISTRICT</b>	<b>OWNER</b>		183
Notice of cancellation - veterans contract of sale	<b>VETERAN</b>	<b>DEPARTMENT OF VETERANS AFFAIRS</b>		150
Notice of cessation	<b>OWNER, CONTRACTOR</b>	-		52
Notice of cessation of labor	<b>OWNER, CONTRACTOR</b>	-		52
Notice of cessation of special tax lien	<b>COMMUNITY FACILITIES DISTRICT</b>	<b>OWNER</b>		179
Notice of claim of private easement	<b>CLAIMANT</b>	-		92
Notice of claim of water rights proceedings	<b>OWNER, PUBLIC AGENCY</b>	-		72
Notice of closure of waste site	<b>OWNER, OPERATOR</b>	-		149
Notice of completion	<b>OWNER, CONTRACTOR</b>	-		53
Notice of compliance - substandard building	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		215
Notice of consent to use land	<b>OWNER</b>	<b>GRANTEE (if named)</b>		28
Notice of Conservation Easement	<b>PARTIES SIGNING, SELLER</b>	<b>BUYER</b>		266
Notice of constraint - public agency	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		248

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Non-acceptance of recorded deed - notice of	<b>PERSON SIGNING / BENEFICIARY</b>	<b>GRANTOR FROM DEED IN LIEU</b>		233
Non-attachment of federal tax lien - certificate of (Code of Civil Procedure 2103(a)(2))	<b>INTERNAL REVENUE SERVICE</b>	<b>TAXPAYER</b>		171
Non-compliance - substandard building - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		214
Non-disturbance agreement - campground	<b>ALL PARTIES SIGNING</b>	<b>OTHER PARTIES</b>		200
Non-renewal - agricultural preserve - notice of	<b>OWNER, PUBLIC AGENCY</b>	-		220
Non-responsibility - notice of	<b>OWNER, PURCHASER / LEASEE</b>	-		56
Notary bond	<b>BONDED PRINCIPAL, SURETY (optional)</b>	-		48
Notary bond - cancellation of	<b>PRINCIPAL</b>	-		219
Notice of abatement lien	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		105
Notice of abatement - seismic building hazard	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		206
Notice of action - withdrawal	<b>PLAINTIFF</b>	<b>DEFENDANT</b>		130
Notice of assessment - addendum to	<b>COMMUNITY FACILITIES DISTRICT</b>	<b>OWNER</b>		178
Notice of assessment district	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		50
Notice of assessment - homeowner's association	<b>OWNER</b>	<b>HOMEOWNERS ASSOCIATION</b>		51

IND-26

INDEXING INSTRUCTIONS(cont.)

DOCUMENT TITLE NO	GRANTOR  (name,name of)	GRANTEE  (name,name of)	DRIM	PG
Memorandum - rent control	OWNER, PUBLIC AGENCY	-		185
Merger - certificate of - limited liability companies	MERGING LIMITED LIABILITY COMPANIES	NEW / REMAINING LIMITED LIABILITY COMPANY		245
Merger - notice of	OWNER	-		67
Merger of corporation - certificate of	MERGING CORPORATIONS	NEW / REMAINING CORPORATION		84
Merger of state / national banks - certificate of	MERGING BANKS	RESULTING BANK		46
Military discharge	VETERAN	-		36
Mill site - notice of intent to hold	OWNER, MINING CLAIM	-		195
Mineral rights - notice of intent to preserve (Civil Code 883.350)	ALL CLAIMANTS	-		78
Mining claim - notice of location	OWNER, MINING CLAIM	-		55
Mining claim - proof of labor	OWNER, MINING CLAIM	-		68
Mobile home - certificate of occupancy (Health & Safety Code 18551)	PROPERTY OWNER	-		19
Mobile home conversion to real property - notice of (Health & Safety Code 18555(d)(2))	OWNER	-		236
Modification of deed of trust	TRUSTOR	BENEFICIARY		47
Mortgage	OWNER / MORTGAGOR	LENDER / MORTGAGEE		49
Mortgage - release of	MORTGAGEE	MORTGAGOR		172
Name change of sanitation district - resolution of	OLD DISTRICT	NEW DISTRICT		180

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Map - judicial district	<b>DISTRICT</b>	-		117
Map - official	<b>AGENCY (CITY / COUNTY)</b>	-		115
Map - record of survey (Business & Profession Code 8770)	<b>OWNER (optional), GRANT / TRACT / LOT &amp; BLOCK / GOVT SURVEY</b>	-		111
Map - reversion to acreage	<b>OWNER</b>	-		119
Map - seismic hazard	<b>FOR POSTING ONLY</b>			205
Map - state highway	<b>STATE DEPT OF TRANSPORTATION</b>	-		114
Map - subdivision - certificate of official redeeming officer	<b>OWNER / DECLARANT / SUBDIVISION / PUBLIC AGENCY</b>	-		107
Map - subdivision / parcel	<b>OWNER, SUBDIVISION (if given)</b>	-		110
Mechanic's lien	<b>OWNER</b>	<b>CLAIMANT</b>		45
Mechanic's lien - notice of extension	<b>OWNER</b>	<b>CLAIMANT</b>		40
Mechanic's lien - release of - by court order	<b>CLAIMANT</b>	<b>OWNER</b>		66
Mechanic's lien - by claimant - release of	<b>CLAIMANT</b>	<b>PARTY BEING RELEASED</b>		64
Medi cal lien - state - notice of lien	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		237
Membership campground conveyance	<b>SELLER</b>	<b>BUYER</b>		201
Memorandum of lease	<b>LESSOR</b>	<b>LESSEE</b>		83

**IND-24**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR  (name,name of)</b>	<b>GRANTEE  (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Life care provider - notice of lien	<b>LIFE CARE PROVIDER</b>	<b>PUBLIC AGENCY</b>		198
Limitation on transfer - notice of (Health & Safety Code 1779.4(5))	<b>OWNER, PROVIDER</b>	-		191
Limited liability companies - certificate of merger	<b>MERGING LIMITED LIABILITY COMPANIES</b>	<b>NEW / REMAINING LIMITED LIABILITY COMPANY</b>		245
Limited liability company - articles of organization	<b>COMPANY NAME</b>	-		246
Limited partnership - certificate	<b>LIMITED PARTNERSHIP</b>	-		18
Lis pendens - notice of pending action	<b>DEFENDANT</b>	<b>PLAINTIFF</b>		44
Lis pendens - notice of withdrawal	<b>PLAINTIFF</b>	<b>DEFENDANT</b>		130
Location - mining claim - notice of	<b>OWNER, MINING CLAIM</b>	-		55
Lot line adjustment	<b>OWNER</b>	-		96
Low cost housing - certificate of (Government Code 65863.11(o))	<b>OWNER</b>	-		203
Low cost housing obligation agreement (Government Code 65863.11(d)(2))	<b>OWNER</b>	-		202
Low cost housing - regulatory agreement	<b>ALL PARTIES SIGNING</b>	<b>OTHER PARTIES</b>		161
Majority action affidavit	<b>BENEFICIARIES / AFFIANTS</b>	-		254
Map - assessment district (Streets & Highways Code 3112)	<b>PUBLIC AGENCY, DISTRICT</b>	-		112
Map - cemetery	<b>CEMETERY</b>	-		116
Map - certificate of correction (Government Code 66472)	<b>OWNER, TRACT / SIMILAR DESIGNATION (cross ref to map)</b>	-		113

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Lien - judgment - release / subordination of	<b>CREDITOR</b>	<b>DEBTOR</b>		145
Lien - life care provider - notice of	<b>LIFE CARE PROVIDER</b>	<b>PUBLIC AGENCY</b>		198
Lien - notice of abatement	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		105
Lien - notice of graffiti nuisance abatement	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		239
Lien - nuisance abatement - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		210
Lien - nuisance abatement - release of	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		211
Lien - release of	<b>PARTY RELEASING</b>	<b>PARTY BEING RELEASED</b>		160
Lien - removal of invalid	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		146
Lien - seismic building hazard - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		207
Lien - sewer - assessment district - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		228
Lien - sewer - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		227
Lien - state gift tax	<b>TAXPAYER</b>	<b>PUBLIC AGENCY</b>		147
Lien - state medi cal - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		237
Lien - utility - park & recreation	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		226
Lien - water pollution cleanup & abatement - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		223
Life care provider - notice of intent to rescind deed to	<b>LIFE CARE PROVIDER</b>	<b>ORIGINAL GRANTOR</b>		196

**IND-22**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR</b> <small>(name,name of)</small>	<b>GRANTEE</b> <small>(name,name of)</small>	<b>DRIM</b>	<b>PG</b>
Land contract	<b>OWNER / VENDOR</b>	<b>BUYER / VENDEE</b>		27
Land contract - agricultural preserve	<b>OWNER, PUBLIC AGENCY</b>	-		132
Landlord's waiver	<b>OWNER</b>	<b>LIENHOLDER</b>		93
Lease	<b>LESSOR</b>	<b>LESSEE</b>		83
Lease - release of lessee's interest	<b>LESSEE</b>	<b>LESSOR</b>		165
Letters of conservatorship	<b>CONSERVATEE</b>	<b>CONSERVATOR</b>		155
Letters testamentary / administration	<b>DECEDENT</b>	<b>APPOINTEE</b>		164
Levy - notice of (Code of Civil Procedure 700.015(a), 700.020(a))	<b>DEFENDANTS / DEBTORS, ALL OTHERS w / PROPERTY INTEREST</b>	<b>LEVYING OFFICER</b>		13
License for diversion & use of water	<b>STATE WATER RIGHTS</b>	<b>LICENSEE</b>		168
License - water - order revoking	<b>LICENSEE</b>	<b>STATE WATER RIGHTS</b>		169
Lien - breeders	<b>OWNER OF MARE / COW</b>	<b>CLAIMANT (OWNER MALE ANIMAL)</b>		249
Lien by state agency - release of	<b>PUBLIC AGENCY</b>	<b>TAXPAYER</b>		167
Lien - certificate of uninsured employer	<b>EMPLOYER, DEBTOR</b>	<b>CLAIMANT</b>		109
Lien - design professional - notice of	<b>OWNER</b>	<b>DESIGN PROFESSIONAL</b>		212
Lien - grant of	<b>OWNER / GRANTOR</b>	<b>CLAIMANT / PUBLIC AGENCY / GRANTEE</b>		235
Lien - hazardous waste	<b>OWNER OF SITE</b>	<b>PUBLIC AGENCY</b>		216
Lien - indigent defendant	<b>DEFENDANT</b>	<b>PUBLIC AGENCY</b>		192

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Intent to rescind deed to life care provider - notice of	<b>LIFE CARE PROVIDER</b>	<b>ORIGINAL GRANTOR</b>		196
Interest in real property under will - notice of (Probate Code 1354(c))	<b>OWNER</b>	<b>PARTY CLAIMING INTEREST</b>		229
Interest - notice of intent to preserve (Civil Code 880.350)	<b>ALL CLAIMANTS</b>	-		138
Invalid lien - removal of	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		146
Irrevocable offer of dedication	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		126
Irrevocable offer of dedication - acceptance of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		135
Irrigation district - certificate of unpaid charges	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		204
Joint tenancy - declaration of severance of	<b>PARTIES</b>	-		154
Joint venture statement	<b>JOINT VENTURE NAME, ALL JOINT VENTURERS</b>	-		42
Judgment - application for and renewal of	<b>DEBTOR</b>	<b>CREDITOR</b>		124
Judgment lien - release / subordination of	<b>CREDITOR</b>	<b>DEBTOR</b>		145
Judgment - unsecured property tax - county	<b>TAXPAYER</b>	<b>PUBLIC AGENCY</b>		143
Judicial district map	<b>DISTRICT</b>	-		117
Justification of bail - declaration for	<b>OWNER</b>	-		157
Lack of knowledge of termination of powers - affidavit of	<b>PRINCIPAL, ATTORNEY IN FACT</b>	-		238

**IND-20**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR  (name,name of)</b>	<b>GRANTEE  (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Homestead - declaration of	<b>DECLARANT / HUSBAND / WIFE</b>	-		32
Housing - low cost obligation agreement (Government Code 65863.11(d)(2))	<b>OWNER</b>	-		202
Identity - affidavit of	<b>PARTY SIGNING, OTHER PARTIES</b>	-		4
Incorporation - articles of - business association	<b>CORPORATION NAME</b>	-		29
Indigent defendant order / lien	<b>DEFENDANT</b>	<b>PUBLIC AGENCY</b>		192
Inheritance tax lien - certificate of release of	<b>PUBLIC AGENCY</b>	<b>TAXPAYER</b>		23
Intended sale & leaseback - notice of	<b>TRANSFeree, BUSINESS</b>	<b>TRANSFEROR</b>		79
Intended sale - notice of	<b>TRANSFEROR, BUSINESS</b>	<b>TRANSFeree</b>		90
Intended transfer of alcoholic license - notice of	<b>TRANSFEROR, BUSINESS (if given)</b>	<b>TRANSFeree</b>		99
Intended transfer of stock - notice of	<b>TRANSFEROR, BUSINESS (if given)</b>	<b>TRANSFeree</b>		100
Intent to hold - mill site - notice of	<b>OWNER, MINING CLAIM</b>	-		195
Intent to preserve easement - notice of	<b>ALL CLAIMANTS</b>	-		94
Intent to preserve interest - notice of (Civil Code 880.350)	<b>ALL CLAIMANTS</b>	-		138
Intent to preserve mineral rights - notice of (Civil Code 883.350)	<b>ALL CLAIMANTS</b>	-		78
Intent to remove delinquent special installment from tax roll - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		251

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Fire company - certificate of organization	<b>FIRE COMPANY</b>	-		243
Foreclosure - cert. of redemption (Government Code 27263 - Name of Sheriff / Marshall)	<b>LEVYING OFFICER</b>	<b>OWNER / REDEMPTIONER</b>		120
Foreclosure - deed in lieu of	<b>GRANTOR</b>	<b>GRANTEE</b>		37
Foreclosure deed - notice of rescission of	<b>FORECLOSED OWNER, PURCHASER</b>	-		140
Gift tax lien - notice of	<b>TAXPAYER</b>	<b>PUBLIC AGENCY</b>		147
Graffiti nuisance abatement lien - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		239
Grant of assignment	<b>ASSIGNOR</b>	<b>ASSIGNEE</b>		222
Grant of lien	<b>OWNER / GRANTOR</b>	<b>CLAIMANT / PUBLIC AGENCY / GRANTEE</b>		235
Hazard waste restrictions - termination of (Health & Safety Code 25235)	<b>DEPT HEALTH SERVICES</b>	<b>OWNER</b>		71
Hazardous waste lien	<b>OWNER OF SITE</b>	<b>PUBLIC AGENCY</b>		216
Hazardous waste restrictions (Health & Safety Code 25230)	<b>OWNER</b>	<b>DEPT HEALTH SERVICES</b>		70
Historic property contract	<b>OWNER, PUBLIC AGENCY</b>	-		104
Historical resources designation - resolution of (Public Resources Code 5029(d))	<b>OWNER, PUBLIC AGENCY &amp; RESOLUTION NO. (if given)</b>	-		224
Homestead - abandonment of	<b>DECLARANTS</b>	-		1

**IND-18**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Executor - appointment of - by court order	<b>DECEASED</b>	<b>APPOINTED EXECUTOR</b>		12
Exemption from separate assessment - request for	<b>OWNERS</b>	-		193
Extension of mechanic's lien - notice of	<b>OWNER</b>	<b>CLAIMANT</b>		40
Federal tax lien - certificate of non-attachment (Code of Civil Procedure 2103(a)(2))	<b>INTERNAL REVENUE SERVICE</b>	<b>TAXPAYER</b>		171
Federal tax lien - certificate of release (Code of Civil Procedure 2103(a)(2))	<b>INTERNAL REVENUE SERVICE</b>	<b>TAXPAYER</b>		22
Federal tax lien - notice of (Code of Civil Procedure 2103(a)(2))	<b>TAXPAYER</b>	<b>INTERNAL REVENUE SERVICE</b>		26
Federal tax lien - rescission of release of (Code of Civil Procedure 2103(a)(2))	<b>TAXPAYER</b>	<b>INTERNAL REVENUE SERVICE</b>		125
Fictitious deed of trust (Civil Code 2952)	<b>"FICTITIOUS TRUSTOR"</b>	<b>"FICTITIOUS BENEFICIARY" or BENEFICIARY (if given)</b>		39
Final description - notice of	<b>OWNER</b>	-		151
Financing statement - assignment - UCC-2 (Uniform Commercial Code 9407.2)	<b>ASSIGNOR, DEBTOR, TRADE NAME, &amp; UCC-1 REFERENCE</b>	<b>ASSIGNEE</b>		102
Financing statement - continuation - UCC-2 (Uniform Commercial Code 9407.2)	<b>DEBTOR, TRADE NAME, LAND OWNER (if applicable) &amp; UCC-1 REFERENCE</b>	<b>SECURED PARTY (optional)</b>		102
Financial statement - termination / partial release - UCC-2 (Uniform Commercial Code 9407.2)	<b>SECURED PARTY (optional)</b>	<b>DEBTOR, TRADE NAME, UCC-1 REFERENCE</b>		102
Financing statement - UCC-1 (Uniform Commercial Code 9407.2)	<b>DEBTOR, TRADE NAME, LAND OWNER (if applicable)</b>	<b>SECURED PARTY (optional), ASSIGNEE (if named)</b>		101

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)  ACQUIRING</b>	<b>DRIM</b>	<b>PG</b>
Deed - trustee's (Government Code 27263)	<b>TRUSTEE, ORIGINAL TRUSTOR</b>	<b>PURCHASER</b>		63
Default - notice of	<b>TRUSTOR</b>	-		54
Deferred sale of home - order for	<b>OWNERS</b>	-		181
Delinquent charges - resolution confirming	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		225
Delinquent tax notice	<b>PUBLIC AGENCY</b>	-		128
Delinquent utility charges - statement of	<b>DELETED</b>			162
Description - notice of final	<b>OWNER</b>	-		151
Design professional - notice of lien	<b>OWNER</b>	<b>DESIGN PROFESSIONAL</b>		212
Destroyed records - notice of ownership & claim to property	<b>CLAIMANT</b>	-		43
Development fee contract (Government Code 66007(c)(2))	<b>OWNER / LESSEE</b>	<b>PUBLIC AGENCY</b>		176
Discharge - military	<b>VETERAN</b>	-		36
Disclaimer of interest - probate estate	<b>DECLARANT</b>	<b>DECEDENT</b>		250
Dismissal - request for	<b>PARTY RELEASING</b>	<b>PARTY BEING RELEASED</b>		175
Easement - notice of claim of private	<b>CLAIMANT</b>	-		92
Easement - notice of intent to preserve	<b>ALL CLAIMANTS</b>	-		94
Estate of not more than \$10,000 - affidavit of	<b>DECEDENT, AFFIANT</b>	-		187

**IND-16**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)  BENEFICIARY (optional)</b>	<b>DRIM</b>	<b>PG</b>
Decree of distribution	<b>DECEDENT</b>	<b>DISTRIBUTEES</b>		33
Dedication - certificate of	<b>OWNER / SUBDIVIDER</b>	<b>PUBLIC AGENCY</b>		163
Dedication - irrevocable offer of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		126
Dedication of cemetery - declaration of	<b>CEMETERY</b>	-		88
Dedication of pet cemetery - declaration of	<b>DECLARANTS, CEMETERY (if given)</b>	-		8
Deed	<b>GRANTOR</b>	<b>GRANTEE</b>		34
Deed - campground membership conveyance	<b>SELLER</b>	<b>BUYER</b>		201
Deed in lieu of foreclosure	<b>GRANTOR</b>	<b>GRANTEE</b>		37
Deed of reconveyance - rescission of	<b>TRUSTOR</b>	-		91
Deed of trust	<b>TRUSTOR</b>	<b>BENEFICIARY</b>		38
Deed of trust - assignment of	<b>ASSIGNOR, TRUSTOR</b>	<b>ASSIGNEE</b>		31
Deed of trust - assumption of	<b>ASSUMING PARTY</b>	<b>BENEFICIARY, OLD OWNER / TRUSTOR</b>		137
Deed of trust by title company - release of	<b>TITLE COMPANY</b>	<b>TRUSTOR</b>		182
Deed of trust - fictitious (Civil Code 2952)	<b>"FICTITIOUS TRUSTOR"</b>	<b>"FICTITIOUS BENEFICIARY" or NAMED BENEFICIARY (if given)</b>		39
Deed of trust - modification of	<b>TRUSTOR</b>	<b>BENEFICIARY</b>		47
Deed of trust - subordinated	<b>TRUSTOR</b>	<b>BENEFICIARY</b>		87
Deed - revocation / rescission of	<b>PARTY REVOKED</b>	<b>PARTY REVOKING OR</b>		139

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
County unsecured property tax judgment	<b>TAXPAYER</b>	<b>PUBLIC AGENCY</b>		143
Death abroad - certificate of	<b>DECEDENT</b>	-		142
Death - affidavit of (Probate Court 211)	<b>DECEDENT</b>	-		3
Declaration for jurisdiction of bail	<b>OWNER</b>	-		157
Declaration for lost deed of trust	<b>DECLARANT / TRUSTOR, BENEFICIARY</b>	<b>BENEFICIARY/SUCCESSOR TRUSTEE/SUCCESSOR</b>		152
Declaration of covenants, conditions & restrictions	<b>DECLARANTS</b>	-		7
Declaration of dedication - cemetery	<b>CEMETERY</b>	-		88
Declaration of dedication - pet cemetery	<b>DECLARANTS, CEMETERY (if given)</b>	-		8
Declaration of homestead	<b>DECLARANTS / HUSBAND / WIFE</b>	-		32
Declaration of intention - private cemetery	<b>CEMETERY</b>	-		85
Declaration of removal - abandoned cemetery	<b>CEMETERY</b>	-		86
Declaration of restrictions - rescission of	<b>DECLARANTS</b>	-		17
Declaration of severance of joint tenancy	<b>PARTIES</b>	-		154
Declaration of substandard building and demolition	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		166
Declaration of transmutation	<b>DECLARANT</b>	-		247
Declaration of trust	<b>TRUSTOR</b>	<b>TRUSTEE, NAME OF TRUST</b>		35

**IND-14**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Compliance - certificate of	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		129
Compliance - substandard building - notice of	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		215
Condominium plan	<b>OWNER</b>	-		69
Consent to removal of personal property	<b>OWNER</b>	<b>LIENHOLDER</b>		93
Consent to use land - notice of	<b>OWNER</b>	<b>GRANTEE (if named)</b>		28
Consent to use land - notice of revocation of	<b>OWNER</b>	-		148
Conservatorship - letters of	<b>CONSERVATEE</b>	<b>CONSERVATOR</b>		155
Contract - building	<b>OWNER, CONTRACTOR</b>	-		81
Contract - development fee (Government Code 66007(c)(2))	<b>OWNER / LESSEE</b>	<b>PUBLIC AGENCY</b>		176
Contract - historic property	<b>OWNER, PUBLIC AGENCY</b>	-		104
Contract - land	<b>OWNER / VENDOR</b>	<b>BUYER / VENDEE</b>		27
Contract - notice of award of - assessment district	<b>OWNER, ASSESSMENT DIST</b>	-		231
Contract - waterfowl habitat conservation (Fish & Game Code 3462(a))	<b>OWNER, STATE FISH &amp; GAME</b>	-		184
Covenants, conditions & restrictions - declaration of	<b>DECLARANTS</b>	-		7
Conversion from tax deeded to tax defaulted property - notice of	<b>TAXPAYER, CALIF STATE</b>	<b>TAX COLLECTOR</b>		76
Conversion of mobile home to real property - notice of (Health & Safety Code 18555(d)(2))	<b>OWNER</b>	-		236
County and judicial officers - bond	<b>PRINCIPAL, SURETY (optional)</b>	-		244
County treasurer - certificate of sale by	<b>TREASURER, DISTRICT</b>	<b>TREASURER AS TRUSTEE</b>		240

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Certificate of release of federal tax lien (Code of Civil Procedure 2103(a)(2))	<b>INTERNAL REVENUE SERVICE</b>	<b>TAXPAYER</b>		22
Certificate of release of inheritance tax lien	<b>PUBLIC AGENCY</b>	<b>TAXPAYER</b>		23
Certificate of sale by county treasurer	<b>TREASURER, DISTRICT NAME</b>	<b>TREASURER AS TRUSTEE</b>		240
Certificate of sale - by sheriff (Government Code 27263 - Name of Sheriff / Marshall)	<b>DEBTOR, SHERIFF / MARSHALL</b>	<b>PURCHASER</b>		24
Certificate of sale / merger by superintendent of banks	<b>MERGING BANKS</b>	<b>RESULTING BANK</b>		174
Certificate of standby charge	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		186
Certificate of tentative cancellation (ag preserve)	<b>OWNER, PUBLIC AGENCY</b>	-		253
Certificate of unpaid charges - irrigation district	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		204
Cessation of labor - notice of	<b>OWNER, CONTRACTOR</b>	-		52
City name change - affidavit of completion	<b>OLD CITY</b>	<b>NEW CITY</b>		9
Claim of private easement - notice of	<b>CLAIMANT</b>	-		92
Claim of water rights proceedings - notice of	<b>OWNER, PUBLIC AGENCY</b>	-		72
Closure of waste site - notice of	<b>OWNER, OPERATOR</b>	-		149
Completion - certificate of - LAFCO	<b>CITY, DISTRICT &amp; LAFCO ID. NO.</b>	-		10
Completion - notice of	<b>OWNER, CONTRACTOR</b>	-		53

## ABBREVIATIONS

### RECOMMENDED INDEX ABBREVIATIONS(cont.)

North Carolina	<b>NC</b>	Sanitation	<b>SANIT</b>	Transportation	<b>TRAN</b>
North Dakota	<b>ND</b>	Santa	<b>STA</b>	Trust	<b>TR</b>
Northeast	<b>NO EAST</b>	Saving	<b>SAV</b>	Trustee	<b>TR</b>
Northern	<b>NOR</b>	Saving(s) & Loan	<b>S&amp;L</b>	United States	<b>US</b>
Northwest	<b>NO WEST</b>	Security	<b>SEC</b>	United States	
Northwestern	<b>NO WESTN</b>	Service	<b>SERV</b>	(if govt. agency)	<b>USA</b>
Ohio	<b>OH</b>	Society	<b>SOC</b>	United States	
Oklahoma	<b>OK</b>	South	<b>SO</b>	of America	<b>USA</b>
Order	<b>ORD</b>	South Carolina	<b>SC</b>	Unlimited	<b>UNLTD</b>
Ordinance	<b>ORDN</b>	South Dakota	<b>SD</b>	Utah	<b>UT</b>
Oregon	<b>OR</b>	Southeast	<b>SO EAST</b>	Vermont	<b>VT</b>
Organization	<b>ORGN</b>	Southeastern	<b>SO EASTN</b>	Veteran	<b>VET</b>
Pacific	<b>PAC</b>	Southern	<b>SOU</b>	Virginia	<b>VA</b>
Park	<b>PK</b>	Southwest	<b>SO WEST</b>	Washington	<b>WA</b>
Partnership	<b>PTP</b>	Southwestern	<b>SO WESTN</b>	Washington DC	<b>DC</b>
Pennsylvania	<b>PA</b>	Stabilization	<b>STAB</b>	West Virginia	<b>WV</b>
Personal	<b>PERS</b>	Standard	<b>STD</b>	Western	<b>WESTN</b>
Personal		State	<b>ST</b>	Wisconsin	<b>WI</b>
Representative	<b>PERS REP</b>	Street	<b>ST</b>	Wyoming	<b>WY</b>
Plan & Trust	<b>P&amp;T</b>	Subdivision	<b>SUBDV</b>		
Portion	<b>PTN</b>	Superintendent	<b>SUPT</b>		
Project	<b>PROJ</b>	Syndicate	<b>SYND</b>		
Property	<b>PROP</b>	Telephone	<b>TEL</b>		
Prudential	<b>PRUD</b>	Telephone			
Railroad	<b>R R</b>	& Telegraph	<b>TEL &amp; TEL</b>		
Receiver	<b>RECVR</b>	Tennessee	<b>TN</b>		
Reconstruction	<b>RECONSTR</b>	Terrace	<b>TER</b>		
Reconveyance	<b>RECON</b>	Texas	<b>TX</b>		
Redevelopment	<b>REDEVEL</b>	Title Company	<b>T CO</b>		
Relation	<b>RLTN</b>	Title Insurance	<b>TI</b>		
Retirement	<b>RTMT</b>	Tract	<b>TR</b>		
Rhode Island	<b>RI</b>	Transcontinental			
Road	<b>RD</b>		<b>TRANSCONTN</b>		
Saint	<b>ST</b>	<b>L</b>			
San Francisco	<b>S F</b>	Transnational	<b>TRANSNATL</b>		

## IND-3

### ABBREVIATIONS

#### RECOMMENDED INDEX ABBREVIATIONS(cont.)

Electrical	<b>ELEC</b>	Hawaii	<b>HI</b>	Joint Venture	<b>J V</b>
Employee	<b>EMP</b>	Heights	<b>HGTS</b>	Junior College	<b>J C</b>
Employment	<b>EMPL</b>	High School	<b>H S</b>	Kansas	<b>KN</b>
Engineer	<b>ENGR</b>	Highway	<b>HGWR</b>	Kentucky	<b>KY</b>
Engineering	<b>ENGRG</b>	Home Owner's		Lane	<b>LN</b>
Enterprise	<b>ENT</b>	Association	<b>HOA</b>	Life Estate	<b>LF EST</b>
Equalization	<b>EQUAL</b>	Homebuilder	<b>HOMEBLDR</b>	Limited	<b>LTD</b>
Equipment	<b>EQUIP</b>	Homeowner's		Loan	<b>LN</b>
Equitable	<b>EQUIT</b>	Association	<b>HOA</b>	Los Angeles	<b>L A</b>
Escrow	<b>ESC</b>	Housing & Community		Louisiana	<b>LA</b>
Estate	<b>EST</b>	Devel	<b>HCD</b>	Maine	<b>ME</b>
Exchange	<b>EXCH</b>	Housing & Urban		Maintenance	<b>MAINT</b>
Executor	<b>EXTR</b>	Devel	<b>HUD</b>	Management	<b>MGT</b>
Executrix	<b>EXTR</b>	Idaho	<b>ID</b>	Manufacturer	<b>MFR</b>
Extension	<b>EXTN</b>	Illinois	<b>IL</b>	Manufacturing	<b>MFG</b>
Farmers	<b>FARM</b>	Improvement	<b>IMPVT</b>	Market	<b>MKT</b>
Farmers & Merchants	<b>F&amp;M</b>	Incorporated	<b>INC</b>	Maryland	<b>MD</b>
Federal	<b>FED</b>	Indemnity	<b>INDEM</b>	Massachusetts	<b>MA</b>
Federal Credit Union	<b>F C U</b>	Indiana	<b>IN</b>	Merchant	<b>MER</b>
Federal Savings Bank	<b>F S B</b>	Individual	<b>IND</b>	Metropolitan	<b>MET</b>
Federal Savings		Industrial	<b>INDSTL</b>	Michigan	<b>MI</b>
& Loan	<b>F S L</b>	Industrialization	<b>INDSTLIZAN</b>	Minnesota	<b>MN</b>
Federation	<b>FEDN</b>	Information	<b>INFO</b>	Mississippi	<b>MS</b>
Finance	<b>FIN</b>	Institutional	<b>INSTL</b>	Missouri	<b>MO</b>
Financial	<b>FINL</b>	Insurance	<b>INS</b>	Montana	<b>MT</b>
Florida	<b>FL</b>	Intercommunity		Mortgage	<b>MTG</b>
General	<b>GENL</b>		<b>INTERCOMMU</b>	Municipal	<b>MUNI</b>
Georgia	<b>GA</b>	<b>N</b>		Mutual	<b>MUTL</b>
Gibraltar	<b>GBR</b>	Intercontinental	<b>INTERCONTL</b>	National	<b>NATL</b>
Gibraltar	<b>GBR</b>	International	<b>INTERNATL</b>	Nebraska	<b>NE</b>
Government	<b>GOVT</b>	Interstate	<b>INTERST</b>	Nevada	<b>NV</b>
Grantee	<b>GTEE</b>	Investment	<b>INV</b>	New Hampshire	<b>NH</b>
Grantor	<b>GTOR</b>	Investor	<b>INVR</b>	New Jersey	<b>NJ</b>
Guarantee	<b>GUAR</b>	Iowa	<b>IA</b>	New Mexico	<b>NM</b>
Guaranty	<b>GUAR</b>	Irrigating	<b>IRRIG</b>	New York	<b>NY</b>
Guardian	<b>GDN</b>	Irrigation	<b>IRRIG</b>	North	<b>NO</b>

## INDEXING INSTRUCTIONS

### GENERAL

Indexing instructions describe which parties shall be indexed; which shall be Grantors, and which shall be Grantees.

Some counties index the trustors on Assignment of Trust Deed and Substitution of Trustee and others do not. Some counties index the trustee signing the Reconveyance and others do not.

The following instructions have been compiled using the 1988 edition of the Los Angeles County Indexing Manual and other local manuals. The primary goal of the indexing process is to make the index easy to use by the general public.

Those documents for which indexing is mandated by statute have been identified by including the code section in parenthesis ( ) below the document title, e.g.,

### AFFIDAVIT OF DEATH (Probate Code 211)

Some index entries have been labeled (optional). These are index entries made in some counties but not required by statute or general indexing recommendations, e.g.:

DOCUMENT TITLE	GRANTOR (name,name of)	GRANTEE (name,name of)	DRIM PG NO
Bond - surety - release of lien	PRINCIPAL SURETY (optional)	OBLIGEE	15

The following pages contain an alphabetized listing of all documents found in the Recorder's Document Reference and Indexing Manual (DRIM). Each document title details the appropriate name or names of Grantor(s) / Grantee(s) to be indexed and a reference to the corresponding DRIM page number.

**IND-6**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Abandon cemetery - declaration of removal	<b>CEMETERY</b>	-		86
Abandoning cemetery - resolution	<b>CEMETERY</b>	-		89
Abandonment of homestead	<b>DECLARANTS</b>	-		1
Abandonment of right of offer of dedication	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		136
Abatement lien - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		105
Abatement lien - notice of graffiti nuisance	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		239
Abatement - seismic building hazard - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		206
Abstract of judgment	<b>DEBTOR</b>	<b>CREDITOR/ASSIGNEE (if named)</b>		2
Abstract of judgment - amendment	<b>DEBTOR</b>	<b>CREDITOR</b>		189
Abstract of support judgement	<b>DEBTOR</b>	<b>CREDITOR</b>		188
Acceptance of irrevocable offer of dedication	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		135
Acknowledgement of satisfaction of judgment	<b>CREDITOR</b>	<b>DEBTOR</b>		108
Acknowledgement of substituted easement	<b>OWNER</b>	-		141
Addendum to notice of assessment	<b>COMMUNITY FACILITIES DISTRICT</b>	<b>OWNER</b>		178
Addendum to notice of special tax lien	<b>COMMUNITY FACILITIES DISTRICT</b>	<b>OWNER</b>		190
Administration / testamentary - letters	<b>DECEDENT</b>	<b>APPOINTEE</b>		164
Affidavit - majority action	<b>BENEFICIARIES / AFFIANTS</b>			254
Affidavit of completion - city name change	<b>OLD CITY</b>	<b>NEW CITY</b>		9

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Affidavit of death (Probate Code 211)	<b>DECEDENT</b>	-		3
Affidavit of estate of not more than \$100,000	<b>DECEDENT, AFFIANT</b>	-		187
Affidavit of identity (Deleted 11/20/2001)	<b>PARTY SIGNING, OTHER PARTIES</b>	-		4
Affidavit of labor - mining claim	<b>OWNER, MINING CLAIM</b>	-		68
Affidavit of lack of knowledge of termination of powers	<b>PRINCIPAL, ATTORNEY IN FACT</b>	-		238
Affidavit of real property of small value (Probate Code 13202)	<b>DECEDENT</b>	<b>SUCCESSORS IN INTEREST</b>		230
Agreement	<b>ALL PARTIES SIGNING</b>	<b>OTHER PARTIES</b>		5
Agreement for sale	<b>SELLER</b>	<b>BUYER</b>		6
Agreement for subordination of lien for postponed property tax	<b>TAXPAYER, PUBLIC AGENCY</b>	<b>NEW LENDER</b>		60
Agreement - low cost housing obligation (Government Housing Code 65863.11(d)(2))	<b>OWNER</b>	-		202
Agreement - non-disturbance - campground	<b>ALL PARTIES SIGNING</b>	<b>OTHER PARTIES</b>		200
Agreement - premarital - revocation / cancellation of	<b>PARTIES SIGNING</b>	-		123
Agreement - prenuptial	<b>PARTIES SIGNING</b>	-		11
Agreement - regulatory - low cost housing	<b>PARTIES SIGNING</b>	<b>OTHER PARTIES</b>		161
Agreement - subordination	<b>OWNER, TRUSTOR / DEBTOR / TAXPAYER / LESSOR</b>	<b>PARTY SUBORDINATED TO</b>		98

**IND-8**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR  (name,name of)</b>	<b>GRANTEE  (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Agreement to convey	<b>SELLER</b>	<b>BUYER</b>		6
Agricultural land contract	<b>OWNER, PUBLIC AGENCY</b>	-		132
Agricultural preserve contract	<b>OWNER, PUBLIC AGENCY</b>	-		132
Agricultural preserve contract - cancellation of	<b>OWNER, PUBLIC AGENCY</b>	-		133
Agricultural preserve - notice of non-renewal	<b>OWNER, PUBLIC AGENCY</b>	-		220
Agricultural preserve - notice of non-renewal	<b>OWNER, PUBLIC AGENCY</b>	-		221
Agricultural preserve - release of certificate of cancellation lien	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		134
Alcoholic beverage license - notice of intended sale of	<b>TRANSFEROR, BUSINESS (if given)</b>	<b>TRANSFeree</b>		99
Amendment to abstract of judgment	<b>DEBTOR</b>	<b>CREDITOR</b>		189
Amendment to notice of special tax lien (Sts. & Hwy. Code 3117.5, 3114.5(c))	<b>OWNER</b>	<b>COMMUNITY FACILITIES DISTRICT (cross reference to Assessment Map)</b>		213
Application for and renewal of judgment	<b>DEBTOR</b>	<b>CREDITOR</b>		124
Appointment of executor - by court order	<b>DECEDENT</b>	<b>APPOINTED EXECUTOR</b>		12
Arbitrator - award of	<b>PARTY DEPRIVED OF INTEREST</b>	<b>PARTY RETAINING / ACQUIRING INTEREST</b>		173
Articles of incorporation - business association	<b>CORPORATION</b>	-		29
Articles of organization - limited liability company	<b>COMPANY</b>	-		246
Assessment district map (Streets & Highways Code 3112)	<b>PUBLIC AGENCY, DISTRICT</b>	-		112
Assessment district - notice of	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		50

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Assessment district - notice of sewer lien	<b>OWNER</b>	<b>PUBLIC AGENCY</b>		228
Assessment - homeowner's association - notice of	<b>OWNER</b>	<b>HOMEOWNERS ASSOCIATION</b>		51
Assessment lien - notice of release of	<b>HOMEOWNER'S ASSN / PUBLIC AGENCY</b>	<b>OWNER</b>		131
Assignment	<b>ASSIGNOR</b>	<b>ASSIGNEE</b>		30
Assignment - grant of	<b>ASSIGNOR</b>	<b>ASSIGNEE</b>		222
Assignment of trust deed	<b>ASSIGNOR, TRUSTOR</b>	<b>ASSIGNEE</b>		31
Assumption of transferor's debts - bulk sale - notice of	<b>TRANSFEROR</b>	<b>TRANSFeree</b>		209
Assumption of trust deed	<b>ASSUMING PARTY</b>	<b>BENEFICIARY OLD OWNER / TRUSTOR</b>		137
Award of arbitrator	<b>PARTY DEPRIVED OF INTEREST</b>	<b>PARTY RETAINING / ACQUIRING INTEREST</b>		173
Award of contract - assessment district - notice of	<b>OWNER, ASSESSMENT DISTRICT OWNER</b>	-		231
Bail - declaration of justification for	<b>OWNER</b>	-		157
Bankruptcy - voluntary petition in	<b>PETITIONER</b>	-		156
Bill of sale - timber, wines or brandies	<b>VENDOR</b>	<b>VENDEE</b>		95
Birth abroad - certificate of	<b>CHILD</b>	-		142
Birth / death abroad - certificate of	<b>CHILD or DECEDENT</b>	-		142

**IND-10**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Bond - county and judicial officers	<b>PRINCIPAL, SURETY (optional)</b>	-		244
Bond for lost deed of trust	<b>TRUSTOR / PRINCIPAL, SURETY (optional)</b>	<b>OBLIGEE / BENEFICIARY</b>		153
Bond - notary / process server / photocopier / unlawful detainer / legal document assistant	<b>BONDED PRINCIPAL, SURETY (optional)</b>	-		48
Bond - performance	<b>PRINCIPAL, CONTRACTOR SURETY (optional)</b>	-		97
Bond - property - order exonerating	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		158
Bond - surety - release of lien	<b>PRINCIPAL, SURETY (optional)</b>	<b>OBLIGEE</b>		15
Breeder's lien	<b>OWNER OF MARE / COW</b>	<b>CLAIMANT (OWNER OF MALE ANIMAL)</b>		249
Building contract	<b>OWNER, CONTRACTOR</b>	-		81
Bulk sale - notice of	<b>TRANSFEROR, BUSINESS</b>	<b>TRANSFeree</b>		80
Bulk sale - notice of assumption of transferor's debts	<b>TRANSFEROR</b>	<b>TRANSFeree</b>		209
Campground agreement - non-disturbance	<b>ALL PARTIES SIGNING</b>	<b>OTHER PARTIES</b>		200
Campground membership conveyance	<b>SELLER</b>	<b>BUYER</b>		201
Campground - notice of right to cure default	<b>BENEFICIARY, OPERATOR, OWNER</b>	-		199
Cancellation - notice of special tax lien	<b>COMMUNITY FACILITIES DISTRICT</b>	<b>OWNER</b>		183
Cancellation of agricultural preserve contract	<b>OWNER, PUBLIC AGENCY</b>	-		133
Cancellation of notary bond	<b>PRINCIPAL</b>	-		219

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Cancellation of notice of power to sell tax defaulted property	<b>TAX COLLECTOR</b>	<b>TAXPAYER</b>		197
Cancellation of rescission of notice of power to sell - bad check	<b>TAXPAYER</b>	<b>TAX COLLECTOR</b>		122
Cancellation of tax deed - bad check (Government Code 27333 - Name of public officer)	<b>PURCHASER, TAX COLLECTOR</b>	<b>TAXPAYER</b>		121
Cancellation - tentative - certificate of (ag preserve)	<b>OWNER, PUBLIC AGENCY</b>	-		253
Cemetery - abandoned - declaration of removal	<b>CEMETERY</b>	-		86
Cemetery - declaration of dedication	<b>CEMETERY</b>	-		98
Cemetery map	<b>CEMETERY</b>	-		116
Cemetery - private - declaration of intention	<b>CEMETERY</b>	-		85
Cemetery - resolution abandoning	<b>CEMETERY</b>	-		89
Certificate - low cost housing (Government Code 65863.11(o))	<b>OWNER</b>	-		203
Certificate of birth abroad	<b>CHILD</b>	-		142
Certificate of birth / death abroad	<b>CHILD or DECEDENT</b>	-		142
Certificate of completion - LAFCO	<b>CITY, DISTRICT &amp; LAFCO ID. NO.</b>	-		10
Certificate of compliance	<b>PUBLIC AGENCY</b>	<b>OWNER</b>		129
Certificate of correction - map (Government Code 66472)	<b>OWNER, TRACT / SIMILAR DESIGNATION (cross ref to map)</b>	-		113

**IND-12**

**INDEXING INSTRUCTIONS(cont.)**

<b>DOCUMENT TITLE NO</b>	<b>GRANTOR (name,name of)</b>	<b>GRANTEE (name,name of)</b>	<b>DRIM</b>	<b>PG</b>
Certificate of death abroad	<b>CHILD or DECEDENT</b>	-		142
Certificate of dedication	<b>OWNER / SUBDIVIDER</b>	<b>PUBLIC AGENCY</b>		153
Certificate of delinquent personal property tax	<b>TAXPAYER</b>	<b>TAX COLLECTOR</b>		159
Certificate of delinquent water charges (Public Utility Code 16472.1(c))	<b>OWNER</b>	<b>WATER DISTRICT</b>		106
Certificate of lien - uninsured employer	<b>EMPLOYER, DEBTOR</b>	<b>CLAIMANT</b>		109
Certificate of limited partnership	<b>LIMITED PARTNERSHIP</b>	-		18
Certificate of merger - corporation	<b>MERGING CORPORATIONS</b>	<b>NEW / REMAINING CORPORATION</b>		84
Certificate of merger - limited liability companies	<b>MERGING LIMITED LIABILITY COMPANY</b>	<b>NEW / REMAINING LIMITED LIABILITY COMPANY</b>		245
Certificate of merger - state / national banks	<b>MERGING BANKS</b>	<b>RESULTING BANK</b>		46
Certificate of non-attachment of federal tax lien (Code of Civil Procedure 2103(a)(2))	<b>INTERNAL REVENUE SERVICE</b>	<b>TAXPAYER</b>		171
Certificate of occupancy - mobile home (Health & Safety Code 18551)	<b>PROPERTY OWNER</b>	-		19
Certificate of official redeeming officer	<b>OWNER / DECLARANT / SUBDIVISION, PUBLIC AGENCY</b>	-		107
Certificate of organization - fire company	<b>FIRE COMPANY</b>	-		243
Certificate of redemption - water & irrigation district	<b>WATER / IRRIGATION DISTRICT</b>	<b>OWNER</b>		21
Certificate of redemption - foreclose (Government Code 27263 - Name of Sheriff / Marshall)	<b>LEVYING OFFICER</b>	<b>OWNER / REDEMPTIONER</b>		120

## DO NOT RECORD

The Recorder is frequently presented with a variety of documents for which there is no provision to record. Under existing law, however, many of the following documents may be filed with an alternative agency or individual.

DOCUMENT	FILE WITH	DOCUMENT	FILE WITH
<b>ABATEMENT LIEN</b>	Refer to Nuisance Abatement Lien see page 210	<b>BOND - STOP NOTICE ( CC - 3247 )</b>	Construction lender
<b>ABANDONMENT OF FICTITIOUS BUSINESS NAME (B&amp;P-17922)</b>	County Clerk	<b>BRAND NAMES ( B&amp;P - 14427 )</b>	Secretary of State
<b>ABSTRACT OF JUDGMENT - GARNISHMENT OF WAGES OF PUBLIC EMPLOYEE</b>	(See GARNISHMENT OF WAGES)	<b>BRANDS - ANIMAL ( Ag - 20663 )</b>	State Director of Agriculture
<b>ACCEPTANCE BY POLITICAL CORPORATION ( GC - 27281 )</b>	(Recordable if attached to conveyance)	<b>CEMETERY DEEDS ( H&amp;S - 8331 )</b>	Cemetery authority
<b>AFFIDAVIT OF IDENTITY</b>	No Provisions to record	<b>CERTIFICATE - ACCEPTANCE BY POLITICAL CORPORATION ( GC - 27281 )</b>	(Recordable if attached to conveyance)
<b>AFFIDAVIT OF LOSS OR MISSING ASSIGNMENT</b>	No Provisions to record	<b>CERTIFICATE OF MERGER STATE/ NATIONAL BANK</b>	(Law repealed in 1995 see page 84)
<b>AFFIDAVIT OF RIGHT ( Prob - 630 )</b>	Party having custody of specific personal property of decedent	<b>CERTIFICATE OF MERGER SUPERINTENDENT OF BANKS</b>	(Law repealed 1995)
<b>AIRCRAFT REPAIR LIEN</b>	(See NOTICE OF SPECIAL LIEN)	<b>CHATTEL MORTGAGE</b>	(Now filed under UCC)
<b>AWARD OF ARBITRATOR</b>	No Provision to record File with Clerk of the Superior Court	<b>CONDITIONAL SALES CONTRACT</b>	(Now filed under UCC)
<b>BAPTISMAL RECORD</b>	Church	<b>CONDITIONAL WAIVER AND RELEASE OF MECHANICS LIEN RIGHTS</b>	(See WAIVER AND RELEASE OF MECHANICS LIEN RIGHTS)
		<b>COPYRIGHTS ( LITERATURE ) ( 17 USCA Sec 101)</b>	Register of Copyrights Library of Congress

**DO NOT RECORD**

<b>DOCUMENT</b>	<b>FILE WITH</b>	<b>DOCUMENT</b>	<b>FILE WITH</b>
<b>NOTICE OF INTENT TO HOLD MILL SITE</b> <b>NOTICE OF SPECIAL LIEN</b> <b>( AIRCRAFT REPAIR )</b> <b>( B&amp;P - 9790 )</b>	Provision Repealed FAA Aircraft Registry Dept. of Transportation P.O. Box 25504 Oklahoma City, OK	<b>RESIGNATION OF TRUSTEE</b>	No provision to record
<b>NOTICE TO TERMINATE</b> <b>TENANCY ( CC - 1946, 1162 )</b>	Tenant	<b>SOILS / GEOLOGICAL REPORTS</b> <b>( GC - 66434.5 )</b>	County / City of jurisdiction  73125
<b>PATENTS ( INVENTIONS )</b> <b>( 35 USCA Sec 100 )</b>	Commissioner of Patents Washington, DC	<b>STATEMENT OF ABANDONMENT</b> <b>OF FICTITIOUS BUSINESS</b> <b>NAME</b>	(See ABANDONMENT OF FICTITIOUS BUSINESS NAME)
<b>PAYMENT BOND ( PUBLIC WORKS )</b> <b>( CC - 3247 )</b>	Contracting public entity	<b>STATEMENT OF BOUNDARY</b> <b>CHANGE OR CREATION</b> <b>( GC - 54900 - 54902 )</b>	Assessor and State Board of Equalization
<b>POWER OF ATTORNEY</b> <b>FOR CORPORATE SURETY BONDS</b> <b>( CCP - 995.630 )</b>	Clerk of Superior Court	<b>STOP NOTICE</b> <b>( PRIVATE WORK )</b> <b>( CC - 3103 )</b>	Property owner, architect, construction lender, etc.
<b>PRELIMINARY CHANGE OF</b> <b>OWNERSHIP REPORT</b> <b>( R &amp; T - 480.3 )</b>	Assessor or Recorder upon recordation of applicable document	<b>STOP NOTICE</b> <b>( PUBLIC WORK )</b> <b>( CC - 3103 )</b>	Controller, Auditor or other public disbursing officer
<b>PRELIMINARY 20 DAY</b> <b>NOTICE ( CC - 3097 )</b>	Property owner or original contractor and construction lender. May be filed with County Recorder.	<b>TITLE GUARANTEE</b>	(See GUARANTEE OF TITLE)
<b>PROMISSORY NOTE ( CC - 2941 )</b>	Retained by beneficiary or mortgagee	<b>TRADEMARKS</b> <b>( B&amp;P - 14230 )</b>	Secretary of State
<b>PROOF OF OWNERSHIP</b>	(See GUARANTEE OF TITLE)	<b>WAIVER AND RELEASE OF</b> <b>MECHANICS LIEN RIGHTS</b> <b>( CC - 3262 )</b>	Construction lender, and perhaps general contractor and / or owner
<b>REQUEST FOR RECONVEYANCE</b> <b>( CC - 2941 )</b>	Trustee	<b>WAIVER OF MECHANICS</b> <b>LIEN RIGHTS</b>	(See WAIVER AND RELEASE OF MECHANICS LIEN RIGHTS)
<b>REQUEST FOR DISMISSAL</b>	No provision to record	<b>WILL ( Prob - 8200 )</b>	Clerk of Superior Court after death of testator

## ABBREVIATIONS

### GENERAL

Abbreviations are used for several reasons. They may be used to reduce the number of keystrokes for data entry. They may also be used to shorten entries to avoid truncating names or to provide consistency with older indexed information.

Some counties use abbreviations at all times while others may only use them when needed to shorten a name. It is recommended that if abbreviations are used, they be used consistently and in all cases. When abbreviation information is made available to searchers, it simplifies the task of using the index.

The following are recognized abbreviations from one or more abbreviation dictionaries researched by the Index Committee.

### RECOMMENDED INDEX ABBREVIATIONS

Abstract	<b>ABST</b>	Beach	<b>BCH</b>	Condominium	<b>CONDO</b>
Acceptance	<b>ACCEPT</b>	Beneficial	<b>BENEFL</b>	Connecticut	<b>CT</b>
Account	<b>ACCT</b>	Block	<b>BLK</b>	Conservator	<b>CONSER</b>
Adjustment	<b>ADJMT</b>	Board	<b>BD</b>	Consolidated	<b>CONSOLID</b>
Administration	<b>ADMN</b>	Boulevard	<b>BLVD</b>	Construction	<b>CONSTR</b>
Administrator	<b>ADMN</b>	Brothers	<b>BROS</b>	Continental	<b>CONTNL</b>
Administratrix	<b>ADMN</b>	Builder	<b>BLDR</b>	Corporation	<b>CORP</b>
Agreement	<b>AGM</b>	Building	<b>BLDG</b>	County	<b>COU</b>
Agriculture	<b>AG</b>	Building & Loan	<b>B&amp;L</b>	Court	<b>CT</b>
Alabama	<b>AL</b>	Bureau	<b>BUR</b>	Credit	<b>CR</b>
Alaska	<b>AK</b>	Business	<b>BSNS</b>	Credit Union	<b>C U</b>
America	<b>AMER</b>	California	<b>CA</b>	Custodian	<b>CUSTDN</b>
American	<b>AMER</b>	Canyon	<b>CYN</b>	Declaration	<b>DECLN</b>
Annexation	<b>ANNEX</b>	Cemetery	<b>CEM</b>	Delaware	<b>DE</b>
Apartment	<b>APT</b>	Center	<b>CTR</b>	Department	<b>DEPT</b>
Arizona	<b>AZ</b>	Circle	<b>CIR</b>	Deposit	<b>DEP</b>
Arkansas	<b>AR</b>	Citizens	<b>CITZ</b>	Development	<b>DEVEL</b>
Assessment	<b>ASSMT</b>	City	<b>CY</b>	Discount	<b>DISC</b>
Associate	<b>ASSC</b>	Collection	<b>COLL</b>	Distribution	<b>DISTR</b>
Associated	<b>ASSCSD</b>	Collector	<b>COLLR</b>	District	<b>DIST</b>
Association	<b>ASSN</b>	Colorado	<b>CO</b>	District of Columbia	<b>DC</b>
Assurance	<b>ASSUR</b>	Commercial	<b>COML</b>	Diversified	<b>DIVFD</b>
Auxiliary	<b>AUX</b>	Commission	<b>COM</b>	Division	<b>DIV</b>
Avenue	<b>AVE</b>	Commonwealth	<b>COMMONWH</b>	Easement	<b>EASMT</b>
Bank	<b>BK</b>	Community	<b>COMMUN</b>	Eastern	<b>EASTN</b>
Bankrupt	<b>BKPT</b>	Company	<b>CO</b>	Electric	<b>ELEC</b>

## INTRODUCTION TO INDEXING

### GENERAL

The indexing information presented in this manual has been prepared by the Indexing Committee of the County Recorder's Association of California (the Committee). In preparing this information the Committee has recognized and taken into consideration the following:

- The Recorder is charged with keeping indexes for the documents in his/her custody (Govt. Code Sec. 27232ff). In some cases the statute that provides for the recording of a document also mandates how the document shall be indexed (e.g.: Affidavit of Death - Probate Code Section 211). However, in most cases, it is left to the discretion of the Recorder to determine the appropriate parties to be indexed.
- The majority of documents relate to real property. The property owner should always be identified and is always one of the parties that is indexed. Other parties involved in an action are indexed as well.
- A title search or "chain of title" requires the use of Recorder's records to compile information regarding a particular piece of property.
- The criteria of indexing is always to enable members of the public to locate a recorded or filed document. Court cases have held that the index is "...to point to the record." (Chase vs. Bennett, 58 N.H. (New Hampshire) 428, 429). "An index is merely a ready means of arriving at that which one seeks. It is not the real thing sought, nor is it the document recorded." (In Re: Lent, DC LA 34F. Supp. (District Court Los Angeles 34 Federal Supplement) 700, 704)
- Generally recognized "rules of indexing" were established long before the advent of computerized indexing. Organizations, such as the Association of Records Managers and Administrators (ARMA), have established criteria for indexing/filing documents by the names of individuals,

companies and government entities. Most counties have used some form of these "rules" for many years.

- Indexing practices vary among counties. Variations may include how or if index data is punctuated, abbreviated, compressed, etc. or otherwise processed in preparing an index to recorded documents.
- The Los Angeles Indexing Manual used by many counties as a handbook for indexing practices should be used as the basis for the development of uniform indexing information.

Based on the foregoing the Committee has prepared recommended indexing abbreviations, instructions and rules that if used accordingly will increase uniformity in the content of Recorder's Indexes throughout the State of California.

**TITLE**  
ABANDONMENT OF HOMESTEAD

**PURPOSE**  
To terminate a previously recorded homestead or any interest therein

**REQUIREMENTS**

1. Name(s) of owner(s) / declarant(s)
2. Recording reference to homestead
3. Signature(s) of owner(s) / declarant(s) or authorized agent of the declared homestead owner \*
4. Signature(s) acknowledged

\* If signed by an authorized agent of the homesteader, document must state the agent has authority to act as the source of that authority.

**FEES**  
Regular

**LEGAL REFERENCES**  
CCP - 704.980(b), Govt - 27361.6(rec. ref.)

**COMMENTS**  
Homesteads are terminated by transfers, conveyances, declaration of abandonment or court orders.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Declarants	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**ABANDONMENT OF HOMESTEAD**

Know All Men By These Presents That ( We or I ) to wit \_\_\_\_\_  
( name(s) )  
do certify as follows:  
(1) \_\_\_\_\_ ( we are or I am )  
(2) (we or I) hereby abandon the homestead on the land and premise herein after described. The declaration of the homestead herein abandoned was recorded on \_\_\_\_\_, 19\_\_\_\_ in Book \_\_\_\_\_ Page \_\_\_\_\_ of Records, in the office of the County Recorder of \_\_\_\_\_ County, California.  
(3) The land and premise hereinabove referred to are located in the City of \_\_\_\_\_, County of \_\_\_\_\_, State of California, and are more particularly described as follows:

Together with all tenements and appurtenances hereunto belonging.  
In Witness Whereof, (we or I) have hereunto set (our or my) hand this day of \_\_\_\_\_, 19\_\_\_\_

\_\_\_\_\_  
Owner /Declarant / Authorized Agent

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>
<b>ABSTRACT OF JUDGMENT</b>

<b>PURPOSE</b>
In general, to secure payment of money judgments to judgment creditors and establish the priority of their judgment by perfecting a lien against the judgment debtor

<b>REQUIREMENTS</b>
Original or certified copy issued by a California State or Federal District Court
<ol style="list-style-type: none"> <li>1. Name(s) of judgment debtor(s)</li> <li>2. Address(es) of judgment debtor(s) or address of service of mailing to debtor or debtor's attorney *</li> <li>3. Name(s) of creditor(s)</li> <li>4. Signature of Clerk of Court</li> <li>5. Seal of court</li> </ol>

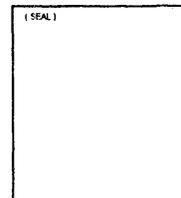
<b>FEES</b>
Regular fee plus lien fee if applicable **

<b>LEGAL REFERENCES</b>
CCP - 674, 697.060 (Fed Ct), 697.310 **Govt - 27297.5 (lien notice), CC - 1193 (seal)

<b>COMMENTS</b>
* Address of judgment debtor(s) required if lien notification requested **Lien notification optional effective 9/29/2004, AB 2853, Chapter 889

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Debtor Grantee = Creditor / Assignee (if named)	

ATTORNEY OR PARTY WITHOUT ATTORNEY ( Name and Address ) <input type="checkbox"/> Recording requested by and return to  <input type="checkbox"/> ATTORNEY FOR <input type="checkbox"/> JUDGMENT CREDITOR <input type="checkbox"/> ASSIGNEE OF RECORD	TELEPHONE NO. NAME OF CREDITOR / DEBTOR
NAME OF COURT: STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME: PLAINTIFF: DEFENDANT:	COURT NUMBER
<b>ABSTRACT OF JUDGMENT</b>	
1. The judgment creditor assignee of record applies for an abstract of judgment and represents the following:	
a. Judgment debtor's <div style="border: 1px solid black; width: 150px; height: 20px; margin: 5px auto;"></div> Name and last known address	
b. Driver's license no. and state: <div style="display: inline-block; border: 1px solid black; width: 30px; height: 15px; margin-left: 10px;"></div> Unknown <div style="display: inline-block; border: 1px solid black; width: 30px; height: 15px; margin-left: 10px;"></div> Unknown	
c. Social Security No.	
d. Summons or notice of entry of sister - state judgment was personally served or mailed to ( name and address )	
e. Additional judgment debtors are shown on reverse	
Date:	
_____ TYPE OR PRINT NAME	_____ SIGNATURE OF APPLICANT OR ATTORNEY



**ABSTRACT OF JUDGMENT**  
 is a form prescribed by the Judicial Council of the State of California

This form may be purchased from the  
 Office of the Clerk of the Superior Court or  
 Office of the County Clerk / Clerk of the Superior Court

This form may also be available from the following sources:

Local legal newspaper services  
 Local law libraries  
 Judicial Council of the State of California



**TITLE**  
AFFIDAVIT OF IDENTITY

**PURPOSE**  
To declare under oath that the affiant is also known by another name

**REQUIREMENTS**

1. Statement of facts
2. Signature of affiant
3. Verification

**FEES**  
Regular

**LEGAL REFERENCES**  
CCP - 2003 (oath), 2015.5 (unsworn statement)  
Govt - 27280

**COMMENTS**  
Deleted - This document is not an "instrument" as defined by GC 27279(a) & 27280

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Party signing, Other names given	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**AFFIDAVIT OF IDENTITY**

\_\_\_\_\_ of legal age being first duly sworn, deposes and says:

That I have been known as \_\_\_\_\_ and that I am one and the same person as \_\_\_\_\_ who is named in that certain document entitled \_\_\_\_\_ and which was recorded in the Official Records of the County of \_\_\_\_\_ on \_\_\_\_\_ 19\_\_\_\_, in Book \_\_\_\_\_ at Page \_\_\_\_\_ under document number \_\_\_\_\_

\_\_\_\_\_  
Affiant

APPROPRIATE VERIFICATION SHOULD APPEAR HERE

**TITLE**  
AGREEMENT

**PURPOSE**  
To specify agreement to terms and conditions relating to real property

**REQUIREMENTS**

1. Name(s) of party(ies)
2. Description / identification of real property
3. Signature(s) of agreeing party(ies) and any party whose property rights are affected
4. Signature(s) acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
Govt - 27280, 27287 (ack), 27288 (parties affected)

**COMMENTS**  
Agreements may be made by one party or between parties

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = All parties signing Grantee = Other parties named	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**AGREEMENT**

\_\_\_\_\_ being the owner of the real property located at \_\_\_\_\_, California, consents and agrees with \_\_\_\_\_ that \_\_\_\_\_ may use the driveway on my property to gain access to his lot for the purpose of constructing his storage building. This agreement is limited to a period of three (3) months from the date of the recording of this agreement and both parties acknowledge that no rights of ownership are to be affected except this limited right to use as herein above described.

\_\_\_\_\_ agrees to pay any costs incurred for the repair or restoration of the driveway caused by this use.

I have read and understand the above agreement for limited use.

\_\_\_\_\_  
\_\_\_\_\_  
Agreeing parties

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**AGREEMENT FOR SALE**

**PURPOSE**  
 To specify the terms and conditions for the purchase and sale of real property

**REQUIREMENTS**

1. Name(s) of seller(s) / owner(s)
2. Name(s) of buyer(s)
3. Description / identification of real property
4. Signature(s) of seller(s) / owner(s)
- \* 5. Signatures acknowledged

Document type requires Preliminary Change of Ownership Report and permits \$20 penalty per Assessor / Recorder agreement

\* Proof by subscribing witness not acceptable (witness acknowledgment)

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 27280, 27287 (ack), 27288 (parties affected)  
 R & T - 480.3 (PCOR)

**COMMENTS**  
 Similar to a land contract

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Seller Grantee = Buyer	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**AGREEMENT FOR SALE**

This agreement is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_ between \_\_\_\_\_ hereinafter called "seller" and \_\_\_\_\_ hereinafter called "buyer"

In consideration of the covenants and agreements on the part of the buyer, seller agrees to sell and convey to the buyer and the buyer agrees to buy all the real property situated in \_\_\_\_\_ County of \_\_\_\_\_ State of California, and more specifically described as follows :

( description )

together with all tenements, hereditaments and appurtenances thereunto belonging for the sum of \$ \_\_\_\_\_ dollars, lawful money of the United States.

And in consideration of the premises, buyer agrees to pay seller the sum of \$ \_\_\_\_\_ together with interest as hereafter provided in the following manner :

( terms of payment )

Upon said payment and completion of said agreement, seller promises and agrees to execute and deliver a good and sufficient deed to buyer conveying said real property clear of all encumbrances made, done or suffered by seller.

The terms, conditions and covenants of this agreement shall be binding on and shall inure to the benefit of the heirs, personal representatives and assigns of the respective parties but no assignment or transfer by the buyer shall be valid unless made and written with the consent of the seller.

Time is of the essence of this agreement. Witnesses whereof the parties hereunto have executed these presents on the day and year hereinabove first written.

\_\_\_\_\_  
 Owner(s) / Seller(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>
DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS

<b>PURPOSE</b>
To specify the limitations or qualifications on land use imposed in a conveyance or other instrument

<b>REQUIREMENTS</b>
<ol style="list-style-type: none"> <li>1. Name(s) of owner(s) / homeowners' association</li> <li>2. Description / identification of real property</li> <li>3. Statement of the type of common interest development affected</li> <li>4. Explanation of covenants, conditions, and restrictions</li> <li>5. Signature(s) of owner(s) / homeowners' association</li> <li>6. Signature(s) acknowledged</li> </ol>

<b>FEES</b>
Regular

<b>LEGAL REFERENCES</b>
1471 CC - 1352, 1353 (common interest devel), 1355 (amends); 1465, 1468, Govt - 65871 (easements), 27287 (ack)

<b>COMMENTS</b>
Amendments or extensions may be recorded and shall contain the same requirements as above.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Declarants	

11/2005

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY
--	---

**DECLARATION OF COVENANTS, CONDITIONS AND RESTRICTIONS**

KNOW ALL MEN BY THESE PRESENTS:

That \_\_\_\_\_, owner of the real property in the County of \_\_\_\_\_ State of California, described as \_\_\_\_\_ Lot \_\_\_\_\_ to \_\_\_\_\_ inclusive, Tract \_\_\_\_\_ as per map recorded in Book \_\_\_\_\_ Pages \_\_\_\_\_ and \_\_\_\_\_ of Maps, records of said county, does certify and declare that he has established and does hereby establish a general plan for the improvement and development of lots designated in said tract and does hereby establish the provisions and restrictions upon and subject to which all lots and portions of lots designated above shall be improved or sold, or conveyed by him as such owner, each and all of which are for the benefit of each owner of land in said tract or any interest herein and shall inure and pass with each and every parcel of said tract enumerated by lot above and shall apply to and bind the respective successors in interest of the present owner thereof, and are imposed upon said lots in this tract as a servitude in favor of each and every parcel of land therein as the dominant tenement or tenements, as follows, to wit:

(description of covenants, conditions and restrictions)

Provided that a breach of any of said provisions and restrictions above mentioned shall not defeat or render invalid the lien of any mortgage or deed of trust made in good faith and for value as to said lots or property, or any part thereof, but such provisions or restrictions shall be binding and effective against any owner of said property whose title thereto is acquired by foreclosure, trustee's sale or otherwise. It is agreed that in the event that any restrictions herein contained is invalid or is held to be invalid or void by any court of competent jurisdiction, such invalidity shall in no way affect any other restriction herein contained.

No delay or omission on the part of \_\_\_\_\_ or his successors in interest as owners of the rights herein provided for or remedy herein provided, in the event of any breach of the provisions or restrictions herein contained, shall be construed as a waiver thereof acquiescence therein.

IN WITNESS WHEREOF, this declaration has been executed by the party above named this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_

\_\_\_\_\_  
Owner(s) / Homeowners Association official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
DECLARATION OF DEDICATION - PET CEMETERY

**PURPOSE**  
To evidence the dedication of property for pet cemetery purpose exclusively

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Statement of dedication including duration for use as pet cemetery
4. Signature(s) of owner(s)
5. Signature(s) acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
H & S - 9700

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Declarants, Cemetery (if given)	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**DECLARATION OF DEDICATION - PET CEMETERY**

KNOW ALL MEN BY THESE PRESENTS

That the undersigned, owners and other persons shown herein, hereby dedicate to pet cemetery purposes the following described real property located in the county of \_\_\_\_\_, California, and described as follows:

Said dedication is made for the following length of time \_\_\_\_\_  
Said dedicated property shall be held and used exclusively for pet cemetery property.

IN WITNESS WHEREOF, the undersigned by its officers thereunto duly authorized, has executed these presents this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
Owner(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
AFFIDAVIT OF COMPLETION - CITY NAME CHANGE

**PURPOSE**  
To verify that a city has complied with the requirements of law pertaining to a change of city name

**REQUIREMENTS**

1. Name of existing city
2. New city name
3. Description of city boundaries
4. Date of resolution of name change
5. Certified copy of resolution (optional)
6. Signature of City Clerk
7. Verification

**FEES**  
Free

**LEGAL REFERENCES**  
Govt - 34090  
CCP - 2003 (oath), 2015.5 (unsworn statement)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Old name Grantee = New name	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**AFFIDAVIT OF COMPLETION - CITY NAME CHANGE**

Name of existing city \_\_\_\_\_

New city name \_\_\_\_\_

The legal description of the affected territory is attached.

The change of name was:

( ) Ordered without an election and the resolution ordering the change was adopted by the governing body on \_\_\_\_\_

( ) Confirmed by the voters and the resolution confirming the change of name after confirmation by the voters was adopted by the governing body on \_\_\_\_\_

\_\_\_\_\_ Date

\_\_\_\_\_ City Clerk

APPROPRIATE VERIFICATION SHOULD APPEAR HERE



**TITLE**  
**PRENUPTIAL AGREEMENT**

**PURPOSE**  
To specify the contractual property arrangements between persons prior to, or subsequent to, a marriage

**REQUIREMENTS**

1. Names of parties
2. Description Real Property
3. Signatures of parties
4. Signatures acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
CC - 5114 (inventory), FC - 1502 (real property); GC 27287, 27288

**COMMENTS**  
CC5114 regarding real property was repealed in 1994

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Parties signing	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**PRENUPTIAL AGREEMENT**

This agreement by and between \_\_\_\_\_ and \_\_\_\_\_ residents of the County of \_\_\_\_\_ State of California.

WHEREAS, \_\_\_\_\_ and \_\_\_\_\_ intend to marry and wish this agreement to define their respective rights in the property owned by each prior to their marriage.

NOW THEREFORE in consideration of their contemplated marriage \_\_\_\_\_ and \_\_\_\_\_ agree as follows:

All property of \_\_\_\_\_ prior to her marriage to \_\_\_\_\_ shall remain her separate property. See "Exhibit A" attached.

All property of \_\_\_\_\_ prior to his marriage to \_\_\_\_\_ shall remain his separate property. See "Exhibit B" attached.

IN WITNESS WHEREOF \_\_\_\_\_ and \_\_\_\_\_ do hereby execute this agreement this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_



\_\_\_\_\_  
Agreeing parties

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>APPOINTMENT OF EXECUTOR - BY COURT ORDER</b>
--------------	---

<b>PURPOSE</b>	To designate a court appointed executor in whom an estate, interest or power is vested, under an expressed or implied agreement to administer or exercise it for benefit or use of another
----------------	--

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Certified copy of court order</li> <li>2. Name of estate</li> <li>3. Name of appointed executor</li> </ol>
---------------------	--

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	Probate - 7263
-------------------------	----------------

<b>COMMENTS</b>	Also pertains to appointment of an administrator, guardian, conservator or receiver
-----------------	---

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Decedent Grantee = Appointed executor	

ATTORNEY OR PARTY WITHOUT ATTORNEY	TELEPHONE NO.	FOR COURT USE ONLY
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS MAILING ADDRESS CITY AND ZIP CODE BRANCH NAME		
ESTATE OF		
<b>ORDER FOR PROBATE</b> ORDER APPOINTING <input type="checkbox"/> Executor <input type="checkbox"/> Administrator with will attached <input type="checkbox"/> Administrator <input type="checkbox"/> Special Administrator <input type="checkbox"/> Order authorizing independent administration of estate <input type="checkbox"/> with full authority <input type="checkbox"/> with limited authority		CASE NO.

**ORDER FOR PROBATE**  
is a form prescribed by the Judicial Council of the State of California

This form may be purchased from the  
Office of the Clerk of the Superior Court or  
Office of the County Clerk / Clerk of the Superior Court

This form may also be available from the following sources:

Local legal newspaper services  
Local law libraries  
Judicial Council of the State of California

\_\_\_\_\_  
JUDGES OF THE SUPERIOR COURT

<b>TITLE</b>	<b>NOTICE OF LEVY</b>
--------------	-----------------------

<b>PURPOSE</b>	To notify a party being served with a writ of execution that specific property is being taken in satisfaction of a debt
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of plaintiff(s)</li> <li>2. Name(s) of defendant(s)</li> <li>3. Description / identification of real property being levied upon</li> <li>4. Capacity in which person is notified</li> <li>5. Notified person's rights and duties</li> <li>6. Signature of levying officer or registered process server</li> <li>7. Copy of Writ of Execution must be attached</li> </ol>
---------------------	--

<b>FEES</b>	Regular fee plus lien fee, if applicable
-------------	--

<b>LEGAL REFERENCES</b>	CCP - 699.540, 700.015 (real property)(indexing), 700.020 (crops, etc.)(indexing)
-------------------------	---

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Defendants / Debtors, All others w/property interests Grantee = Levying officer	

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name and Address) <input type="checkbox"/> Recording requested by and return to:  <input type="checkbox"/> ATTORNEY FOR JUDGMENT CREDITOR  NAME OF COURT STREET ADDRESS MAILING ADDRESS CITY AND ZIP CODE BRANCH NAME  PLAINTIFF:  DEFENDANT:	FILE NO. (COURT RECORDS DIVISION)          LEVYING OFFICER (NAME AND ADDRESS)          LEVYING OFFICER (PHONE) COURT CASE NO.
<b>NOTICE OF LEVY</b> under Writ of <input type="checkbox"/> Execution (Money Judgment) <input type="checkbox"/> Sale	
<b>TO THE PERSON NOTIFIED (NAME)</b>  1. The judgment creditor seeks to levy upon property in which the judgment debtor has an interest and apply it to the satisfaction of a judgment as follows: a. judgment debtor (name) b. the property to be levied upon is described <input type="checkbox"/> in the accompanying writ of possession or writ of sale <input type="checkbox"/> as follows	
2. The amount necessary to satisfy the judgment creditor's judgment is (specify total amount due under the writ less partial satisfactions plus daily interest from the date of the writ until the date of levy):  \$	
3. You are notified as a. <input type="checkbox"/> a judgment debtor b. <input type="checkbox"/> a person other than the judgment debtor (state capacity in which person is notified)	

- Notice of Levy was
- mailed on (date)
  - delivered on (date)
  - posted on (date)
  - filed on (date)
  - recorded on (date)

**NOTICE OF LEVY**  
is a form prescribed by the Judicial Council of the State of California

This form may be purchased from the  
Office of the Clerk of the Superior Court or  
Office of the County Clerk / Clerk of the Superior Court

This form may also be available from the following sources:

Local legal newspaper services  
Local law libraries  
Judicial Council of the State of California

Signed by:

- Levying officer       Registered process server

**TITLE**  
 SUBSTITUTION OF TRUSTEE

**PURPOSE**  
 To evidence the appointment of a new trustee in place of the original trustee as shown on a previously recorded deed of trust

**REQUIREMENTS**

- \* 1. Name(s) of trustor(s)
- 2. Recorder's reference to original deed of trust
- \* 3. Date of recordation of deed of trust
- 4. Name(s) of new trustee(s)
- 5. Signature(s) of beneficiary(ies)
- 6. Signature(s) acknowledged

\* A substitution of trustee pertaining to multiple deeds of trust recorded in the same county with the same trustee and beneficiary may be recorded without items 1 and 3 as noted above

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 2934(a)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
*Grantor = Trustor Beneficiary(optional) Grantee = New Trustee	

11/2003

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**SUBSTITUTION OF TRUSTEE**

WHEREAS \_\_\_\_\_ is the present Trustee(s) of record under that certain Deed of Trust executed on the \_\_\_\_\_ day of \_\_\_\_\_ by \_\_\_\_\_ as Trustor(s), to \_\_\_\_\_ as Trustee(s), recorded on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, as Instrument No. \_\_\_\_\_ in Book \_\_\_\_\_ at Page \_\_\_\_\_ of Official Records in the Office of the County Recorder of the County of \_\_\_\_\_ State of California,

AND WHEREAS the undersigned \_\_\_\_\_ is / are the present holder(s) of the beneficial interest under said Deed of Trust, and do / does appoint \_\_\_\_\_ as Trustee(s) in place and instead of said \_\_\_\_\_ under said Deed of Trust:

NOW THEREFORE, upon recordation of this document, the undersigned do / does hereby discharge the present record Trustee(s) and appoint \_\_\_\_\_ as the new Trustee(s) who shall succeed to all the powers, duties, authority and title of the former Trustee(s)

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_

\_\_\_\_\_  
 Present Beneficiary

\_\_\_\_\_  
 Present Beneficiary

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**SURETY BOND - RELEASE OF LIEN**

**PURPOSE**  
 To release a claim of lien from property by substituting a bond as claimant's security for payment

**REQUIREMENTS**

1. Name(s) of principal(s) (owners, contractor, etc.)
2. Name of guarantor (surety)
3. Name of obligee
4. Recording reference to claim of lien
5. Signatures of principal and guarantor
6. Signature of guarantor acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 3143, Govt - 27287 (ack), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Principal, Surety(optional) Grantee = Obligor	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**SURETY BOND**

Bond No. \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS, That we \_\_\_\_\_  
 as Principal and \_\_\_\_\_, as Surety, are held and firmly bound  
 unto \_\_\_\_\_  
 as Obligor, in the sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_),  
 lawful money of the United States of America, to the payment of which, well and truly to be paid,  
 we bind ourselves, our heirs, executors and successors, jointly and severally, firmly by these presents.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That WHEREAS \_\_\_\_\_  
 \_\_\_\_\_, is the claimant  
 under that certain mechanic's lien in the amount of \_\_\_\_\_  
 Dollars, recorded on \_\_\_\_\_, in the office of the County Recorder  
 of \_\_\_\_\_, State of California, with respect to property of  
 the \_\_\_\_\_  
 located at \_\_\_\_\_, California.

WHEREAS, said Principal disputes the correctness or validity of such claim of lien and desires to  
 execute and record a bond pursuant to the provisions of Section 3143 of the Civil Code of the State  
 of California to enable the real property above described to be freed from the affect of said claim  
 of lien and any action brought to foreclose said lien.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, That if the Principal shall  
 pay any sum which said claimant may recover on said claim, together with his costs of suit in the  
 action, if he recovers therein, then this obligation shall be void; otherwise to remain in full force and  
 effect.

Signed, sealed and dated this \_\_\_\_\_ day of \_\_\_\_\_, 19 \_\_\_\_\_

\_\_\_\_\_  
 Principal  
 \_\_\_\_\_  
 Guarantor

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>NOTICE OF RECISSION</b>
--------------	----------------------------

<b>PURPOSE</b>	To declare that a notice of default recorded against a specific deed of trust is cancelled
----------------	--

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Recording reference to notice of default being cancelled or reference to specific deed of trust</li> <li>2. Name(s) of trustor(s)</li> <li>3. Signature(s) of beneficiary(ies), trustee(s), mortgagee(s) or their agents</li> </ol>
---------------------	---

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	CC - 1058.5, 2924c(a)(2)
-------------------------	--------------------------

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantee = Trustor	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	
SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY	

**NOTICE OF RECISSION**  
OF DECLARATION OF DEFAULT AND DEMAND FOR SALE AND OF NOTICE OF BREACH AND ELECTION TO CAUSE SALE

Whereas, the undersigned, as Beneficiary under that certain Deed of Trust hereinafter described, heretofore delivered to the Trustee thereunder written Declaration of Default and Demand for Sale and

Whereas, Notice was heretofore given by the undersigned, as such Beneficiary, of breach of the obligations for which said Deed of Trust is security and of election to cause to be sold the property therein described, which Notice was recorded on \_\_\_\_\_, in the office of the Recorder of \_\_\_\_\_ County, California, in book \_\_\_\_\_, page \_\_\_\_\_, of Official Records;

NOW, THEREFORE, NOTICE IS HEREBY GIVEN that the undersigned, as such Beneficiary, does hereby rescind, cancel and withdraw said Declaration of Default and Demand for Sale and said Notice of Breach and Election to Cause Sale, it being understood, however, that this rescission shall not in any manner be construed as waiving or affecting any breach or default - past, present or future - under said Deed of Trust, or as impairing any right or remedy thereunder, but is, and shall be deemed to be, only an election, without prejudice, not to cause a sale to be made pursuant to said Declaration and Notice, and shall in nowise jeopardize or impair any right, remedy or privilege secured to the Beneficiary and / or the Trustee, under said Deed of Trust, nor modify nor alter in any respect any of the terms, covenants, conditions or obligations thereof, and said Deed of Trust and all obligations secured thereby are hereby reinstated and shall be and remain in force and effect the same as if said Declaration of Default and Notice of Breach had not been made and given. Said Deed of Trust above referred to was executed by \_\_\_\_\_

\_\_\_\_\_ Trustor, to \_\_\_\_\_ a corporation, as duly appointed Trustee, and recorded as Instrument Number \_\_\_\_\_ on \_\_\_\_\_ in book \_\_\_\_\_ page \_\_\_\_\_ of Official Records and covering the following described property in \_\_\_\_\_ County, California.

Dated \_\_\_\_\_

\_\_\_\_\_  
Beneficiary(ies) / Trustee(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**RESCISSION OF DECLARATION OF RESTRICTIONS**

**PURPOSE**  
 To rescind / cancel a previously recorded declaration of restrictions or other restrictive agreement pertaining to real property

**REQUIREMENTS**

1. Recording reference to restrictions being rescinded
2. Signature(s) of owner(s)
3. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 27280, 27287(ack), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantee = Declarants	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR FLOORPLANS USE ONLY

**RESCISSION OF DECLARATION OF RESTRICTIONS**

The undersigned owners hereby rescind, cancel and revoke all those Covenants, Conditions and Restrictions recorded on \_\_\_\_\_ in Book \_\_\_\_\_ at Page \_\_\_\_\_ of Official Records in the Office of the County Recorder of \_\_\_\_\_ County, State of California.

The affected property is lots \_\_\_\_\_ through \_\_\_\_\_ inclusive, as shown upon that certain map entitled \_\_\_\_\_, filed for record on \_\_\_\_\_ in Book of Maps, at Page \_\_\_\_\_ in the Office of the County Recorder of \_\_\_\_\_ County, State of California

The undersigned are all the owners of the property as shown on that certain map entitled \_\_\_\_\_

Dated \_\_\_\_\_

\_\_\_\_\_  
 Owner of Parcel 1

\_\_\_\_\_  
 Owner of Parcel 2

\_\_\_\_\_  
 Owner of Parcel 3

\_\_\_\_\_  
 Owner of parcel 4

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>CERTIFICATE OF LIMITED PARTNERSHIP</b>
--------------	---

<b>PURPOSE</b>	To evidence that a partnership exists and is doing business in real property
----------------	--

<b>REQUIREMENTS</b>	<p>1. A certified copy of the certificate of limited partnership which has been filed with the Secretary of State may be recorded in any county</p> <p>2. Name of partnership</p>
---------------------	---

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	Corp - 15621; 15502
-------------------------	---------------------

<b>COMMENTS</b>	Amendments of Limited Partnerships are generally recorded with the same requirements as stated above.
-----------------	---

<b>LOCAL USE</b>	
<b>INDEX</b>	<b>ORDINANCES / OPINIONS</b>
Grantor = Limited partnership	

### STATE OF CALIFORNIA CERTIFICATE OF LIMITED PARTNERSHIP

1. NAME OF LIMITED PARTNERSHIP \_\_\_\_\_

2. STREET ADDRESS OF PRINCIPAL EXECUTIVE OFFICER \_\_\_\_\_ 3. CITY AND STATE \_\_\_\_\_ 4. ZIP CODE \_\_\_\_\_

5. STREET ADDRESS OF CALIFORNIA OFFICE IF EXECUTIVE OFFICE IN ANOTHER STATE \_\_\_\_\_ 6. CITY \_\_\_\_\_ 7. ZIP CODE \_\_\_\_\_

8. COMPLETE IF LIMITED PARTNERSHIP WAS FOUNDED PRIOR TO JULY 1, 1984 AND IS IN EXISTENCE ON DATE THIS CERTIFICATE IS EXECUTED. THE ORIGINAL LIMITED PARTNERSHIP CERTIFICATE WAS RECORDED ON \_\_\_\_\_ '9 \_\_\_\_\_ WITH THE RECORDER OF \_\_\_\_\_ COUNTY \_\_\_\_\_ FILE OR RECORDATION NO. \_\_\_\_\_

9. NAMES AND ADDRESSES OF ALL GENERAL PARTNERS (CONTINUE ON SECOND PAGE IF NECESSARY)

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

9A. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

9B. NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

10. NAME AND ADDRESS OF AGENT FOR SERVICE OR PROCESS  
NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

11. TERM FOR WHICH THIS PARTNERSHIP IS TO EXIST \_\_\_\_\_

12. FOR THE PURPOSE OF FILING AMENDMENTS, DISSOLUTION AND CANCELLATION CERTIFICATES PERTAINING TO THIS CERTIFICATE, THE ACKNOWLEDGMENT OF  GENERAL PARTNERS IS REQUIRED

13. ANY OTHER MATTERS THE GENERAL PARTNERS DESIRE TO INCLUDE IN THIS CERTIFICATE MAY BE NOTED ON SEPARATE PAGES AND BY REFERENCE HEREIN IS A PART OF THE CERTIFICATE NUMBER OF PAGES ATTACHED

14. IT IS HEREBY DECLARED THAT I AM (WE ARE) THE PERSON(S) WHO EXECUTED THIS CERTIFICATE OF LIMITED PARTNERSHIP, WHICH EXECUTED THIS ACT AND DEED (SEE INSTRUCTIONS)

_____ signature of general partner	_____ date	_____ SIGNATURE OF GENERAL PARTNER	_____ DATE
_____ SIGNATURE OF GENERAL PARTNER	_____ DATE	_____ SIGNATURE OF GENERAL PARTNER	_____ DATE
_____ SIGNATURE OF GENERAL PARTNER	_____ DATE	_____ SIGNATURE OF GENERAL PARTNER	_____ DATE

15. THIS SEAL FOR FILING

16. RETURN ACKNOWLEDGMENT TO  
NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY AND STATE \_\_\_\_\_  
ZIP CODE \_\_\_\_\_

<b>TITLE</b>	CERTIFICATE OF OCCUPANCY - MOBILE HOME
--------------	--

<b>PURPOSE</b>	To evidence County approval of the placing of a mobile home on a foundation
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of property owner(s)</li> <li>2. Description / identification of real property</li> <li>3. Statement that a mobile home has been affixed to property</li> <li>4. Signatures of approving agency</li> </ol>
---------------------	--

<b>FEES</b>	Regular (free if recorded by local agency)
-------------	--

<b>LEGAL REFERENCES</b>	H & S - 18551.2 (A) Recording H & S - 18551.2(B) Indexing
-------------------------	--

<b>COMMENTS</b>	HCD Form 433(a)
-----------------	-----------------

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Property owner	

RECORDING REQUESTED BY	
AND WHEN RECORDED MAIL TO	
NAME	
STREET ADDRESS	
CITY & STATE	
ZIP	

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF MANUFACTURED HOME (MOBILEHOME) OR COMMERCIAL COACH, INSTALLATION ON A FOUNDATION SYSTEM**

Recording of this document at the request of the local agency indicated is in accordance with California Health and Safety Code Section 18551. This document is evidence that such local agency has issued a certificate of occupancy for installation of the unit described hereon, upon the real property described with certainty below, as of the date of recording. When recorded, this document shall be indexed by the county recorder to the named owner of the real property and shall be deemed to give constructive notice as to its contents to all persons thereafter dealing with the real property.

REAL PROPERTY OWNER/LESSOR	LOCAL AGENCY ISSUING PERMIT AND CERTIFICATE OF OCCUPANCY	
MAILING ADDRESS	MAILING ADDRESS	
CITY COUNTY STATE ZIP	CITY COUNTY STATE ZIP	
INSTALLATION MAILING ADDRESS, IF APPLICABLE	BUILDING PERMIT NO TELEPHONE NUMBER	
CITY COUNTY STATE ZIP	SIGNATURE OF LOCAL AGENCY OFFICIAL DATE	
UNIT OWNER	DEALER NAME	
MAILING ADDRESS	DEALER LICENSE NO	
CITY COUNTY STATE ZIP		
UNIT DESCRIPTION		
MANUFACTURERS NAME	DATE OF MANUFACTURE	MODEL NAME NUMBER
SERIAL NUMBER(S)	LENGTH X WIDTH	NSF/NAI LABEL NUMBER
REAL PROPERTY LEGAL DESCRIPTION	ASSESSORS PARCEL NUMBER	

**TITLE**  
**RECISSION OF TAX DEED TO PURCHASER OF TAX  
 DEFAULTED PROPERTY - CLERICAL ERROR**

**PURPOSE**  
 To evidence that tax defaulted property sold by the Tax Collector  
 should not have been sold and the sale is rescinded

**REQUIREMENTS**

1. Name(s) of purchaser(s)
2. Name(s) of defaulted taxpayer(s)
3. Recording reference to tax deed
4. Signature(s) of purchaser(s)
5. Signature of Tax Collector
6. Signatures acknowledged by County Clerk

**FEES**  
 Free

**LEGAL REFERENCES**  
 R&T - 3731, Govt - 27333(indexing)\*, 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Purchaser. *Tax Collector Grantee = Defaulting taxpayer	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**RECISSION TO TAX DEED TO PURCHASER OF  
 TAX DEFAULTED PROPERTY**

which was declared to be tax - defaulted for fiscal year  
 20 \_\_\_ - 20 \_\_\_ under default no. \_\_\_\_\_

By resolution of the Board of Supervisors of \_\_\_\_\_ County in conjunction with the  
 written consent of both the purchaser at tax sale and the legal advisor of said county, the sale held in accordance  
 with Chapter \_\_\_\_\_ of Part 6 of Division 1 of the Revenue and Taxation Code has  
 been rescinded.

Therefore, in accordance with Section 3731 of the Revenue and Taxation Code, that the Tax Deed to the  
 purchaser of Tax - Defaulted Property, recorded \_\_\_\_\_ under Instrument No. \_\_\_\_\_  
 in Volume \_\_\_ at Page \_\_\_ of Official Records of said county is hereby rescinded. Said tax deed is hereby  
 declared to be null and void as though never issued and all provisions of law relating to tax - defaulted shall apply  
 to said property.

The undersigned purchaser at the sale acknowledges that the recission of the tax deed referred to herein  
 releases any and all interest in and to said property acquired by said tax deed.

\_\_\_\_\_ name \_\_\_\_\_ name

This instrument is executed in conjunction with a resolution by the Board of Suoerisors which was approved  
 by the county legal advisors and consented to by the purchaser at tax sale. I have compared the same with the  
 records of the county and I do hereby rescind the tax deed described herein.

Executed on \_\_\_\_\_ By \_\_\_\_\_  
 County Tax Collector

Assessors Parcel Number \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** CERTIFICATE OF REDEMPTION  
WATER AND IRRIGATION DISTRICT

**PURPOSE**  
To release property from the effects of a certificate of sale

**REQUIREMENTS**

1. Duplicate certificate of redemption
2. Name(s) of owner(s)
3. Amount of payment
4. Date and number of certificate of sale or Recorder's reference to collector's deed
5. Signature of Water / Irrigation District Collector

**FEES** \$11.00

**LEGAL REFERENCES**  
Water - 26229, 37151, 37153  
Govt - 27361.3 (fee)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Water / Irrigation District Grantee = Owner	

11/2005

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CERTIFICATE OF REDEMPTION**

I, the undersigned Collector of \_\_\_\_\_ Irrigation District  
hereby certify that all of the property described in Certificate of Sale No. \_\_\_\_\_  
dated \_\_\_\_\_ 19\_\_\_\_, was on the \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_  
redeemed by the payment to me by \_\_\_\_\_

Principal	\$
Penalty ( at three - fourths ( 3/4 ) of one percent per month from the date of sale to the date of redemption )	\$
Sub - total	\$
Recorder's filing fee	\$
Total charges	\$

The part of the property described in said Certificate which has been so redeemed is : that certain real property within said District and in the County of \_\_\_\_\_ State of California, bounded or described as follows :

Parcel No. \_\_\_\_\_

Assessment No. \_\_\_\_\_

Check No. \_\_\_\_\_

WITNESS my hand and the seal of said District this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_

\_\_\_\_\_  
Signature of District Collector

<b>TITLE</b>	<b>CERTIFICATE OF RELEASE/DISCHARGE OF FEDERAL TAX LIEN</b>
--------------	---

<b>PURPOSE</b>	To evidence that a taxpayer has satisfied and is therefore released from the effect of a federal tax lien
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of taxpayer(s) being released</li> <li>2. Recording reference to tax lien</li> </ol>
---------------------	--

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	CCP - 2103(indexing), 2104 (fee) Govt - 27330, 27361.6 (rec. ref.) IRC 6323 (F)
-------------------------	---

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
<b>INDEX</b>	<b>ORDINANCES / OPINIONS</b>
Grantor = Internal Revenue Service Grantee = Taxpayer	

<b>CERTIFICATE OF RELEASE OF FEDERAL TAX LIEN</b>	
District	Serial number

I certify as to the following named taxpayer, the requirements of section 6325(a) of the Internal Revenue Code having been satisfied for the taxes listed below and for all statutory additions. Therefore, the lien provided by Code section 6321 for these taxes and additions has been released. The proper officer in the office where the notice of internal revenue tax lien was filed on \_\_\_\_ 19 \_\_\_\_ is authorized to note the books to show the release of this lien for these taxes and additions

Name of taxpayer

Residence



Kind of Tax	Tax Period Ended	Identifying Number	Date of Assessment	Last Day For Refiling	Unpaid Balance of Assessment
Place of filing					Total

This certificate was prepared and signed at on this the \_\_\_\_ day of \_\_\_\_ 19 \_\_\_\_

Signature

**TITLE**  
 \*CERTIFICATE OF SALE - BY SHERIFF OR MARSHALL

**PURPOSE**  
 To evidence that a purchaser at a Sheriff's or Marshal's sale has been deeded all rights, title, interest and claim to the subject property

**REQUIREMENTS**

1. Title of court where judgment was entered
2. Cause and number of action
3. Date of entry of judgment and record book location
4. Name and address of judgment creditor
5. Name and address of judgment debtor
6. Description / identification of property sold
7. Date of sale
8. Signature of Sheriff, Marshal or Deputy
9. Signature acknowledged

**FEES**  
 Regular  
 \*Possible Documentary Transfer Tax transaction

**LEGAL REFERENCES**  
 CCP - 701.670, GC - 27263 (indexing)\*\*  
 Govt - 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Debtor, Name of Sheriff / Marshal** Grantee = Purchser	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDED USE ONLY

**CERTIFICATE OF SALE - BY SHERIFF OR MARSHAL**

\_\_\_\_\_ County Sheriff's Department

Sheriff's File No. \_\_\_\_\_ Court No. \_\_\_\_\_

Case Title \_\_\_\_\_ vs \_\_\_\_\_

I, \_\_\_\_\_, Sheriff of the County of \_\_\_\_\_, State of California, certify that by virtue of a Writ of Sale issued in the above titled action, out of the \_\_\_\_\_ Court of the \_\_\_\_\_ County of \_\_\_\_\_, State of California, dated \_\_\_\_\_, 19\_\_\_\_, by which I was commanded to satisfy the judgment therein dated \_\_\_\_\_, 19\_\_\_\_, in the amount of \_\_\_\_\_ Dollars of the United States, with costs and interest thereon and my fees and expenses, out of the real property of \_\_\_\_\_, reference thereto being had, I have levied upon and have this day sold at public auction, according to the statute in such case made and provided, to who was the highest bidder, for the sum of \_\_\_\_\_ Dollars of the United States, which was the whole sum paid therefore for the right, title and interest of said judgment debtor, of, in and to the real estate described as follows, to wit: lying and being \_\_\_\_\_ in said County of \_\_\_\_\_ State of California and particularly described as \_\_\_\_\_

and I further certify that the said property was exposed for sale by me in separate lot or parcel \_\_\_\_\_

for which the highest bid was made, and amounting to the sum of \$ \_\_\_\_\_, being the whole price paid therefor, and that the same is subject to redemption within \_\_\_\_\_

Dated \_\_\_\_\_

\_\_\_\_\_  
 Sheriff / Marshal / Deputy

**TITLE**  
CERTIFICATE OF RELEASE OF INHERITANCE TAX LIEN \*

**PURPOSE**  
To evidence the release of a lien created by death of a property owner pursuant to the inheritance tax laws of the state

**REQUIREMENTS**

1. Name of decedent
2. Recording reference to property being released
3. Signature of tax referee

**FEES**  
Regular

**LEGAL REFERENCES**  
R & T - 14307

**COMMENTS**  
\* No releases will be issued on deaths occurring after June 8, 1982.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency Grantee = Taxpayer	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CERTIFICATE OF RELEASE OF INHERITANCE TAX LIEN**

Deceased \_\_\_\_\_

Date of Death \_\_\_\_\_

SSA Number \_\_\_\_\_

The undersigned certifies pursuant to Section(s) 14307 and / or 14308 of the Revenue and Taxation Code that the lien imposed by the Inheritance Tax Law of the State of California by virtue of the death of the above named decedent on the real property hereinafter described has been released.

Said real property is described in those certain deeds dated and recorded in the official records of County, State of California, as follows:

DATE OF DEED      RECORDING DATE      BOOK/PAGE/INSTRUMENT NO.

Said real property is situate in the County of \_\_\_\_\_ State of California, and is described as set forth in the deed(s) hereinabove mentioned.

Dated \_\_\_\_\_

\_\_\_\_\_  
Inheritance Tax Referee or Attorney

**TITLE**  
NOTICE OF STATE TAX LIEN

**PURPOSE**  
To create a lien against a taxpayer for non-payment of various state taxes

**REQUIREMENTS**

1. Name(s) and last known address of taxpayer
2. Name of agency giving notice of lien
3. Amount of unpaid tax
4. Statement that tax is a lien on all real and personal property of the taxpayer
5. Statement that agency is in compliance with applicable law
6. Signature of authorized state agent

**FEES**  
Free  
Regular fee for Franchise Tax Board liens for out-of-state taxpayer

**LEGAL REFERENCES**  
Govt - 7171; 27201(b)2

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Taxpayer Grantee = Public Agency	

11/2005

STATE OF CALIFORNIA EMPLOYMENT  
DEVELOPMENT DEPARTMENT  
Sacramento, California

**NOTICE OF STATE TAX LIEN**

Account No. \_\_\_\_\_ Certificate No. \_\_\_\_\_

TAX PERIOD	DATE LIEN AROSE	TAX	PENALTY	INTEREST	TOTAL

interest calculated through \_\_\_\_\_ TOTAL \_\_\_\_\_

The Director of the Emoloyment Développement Department hereby certifies the above is liable to the State of California for the amount due and required etcetera.

**THE AMOUNT OF DELINQUENCY ABOVE SET FORTH SHALL BE A LIEN UPON ALL REAL OR PERSONAL PROPERTY AND RIGHTS TO SUCH PROPERTY, INCLUDING ALL AFTER - ACQUIRED PROPERT AND RIGHTS TO PROPERTY BELONGING TO THE ABOVE NAMED.**

Date \_\_\_\_\_

By \_\_\_\_\_  
Authorized Representative

**TITLE**  
 NOTICE OF FEDERAL TAX LIEN

**PURPOSE**  
 To create a lien against a taxpayer for non-payment of various federal taxes (IRS)

**REQUIREMENTS**  
 1. Name(s) of delinquent taxpayer(s)

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CCP - 2103(indexing), 2104 (fee)  
 Govt - 27330, U.S Code Title 18 - Sec. 3613(lien for fine)  
 IRC 6323 (F)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Taxpayer Grantee = Internal Revenue Service	

**NOTICE OF FEDERAL TAX LIEN UNDER INTERNAL REVENUE LAWS**

District	Senal Number	For optional use by recording office
<p>As provided by certain sections of the Internal Revenue Code notice is given that the taxes including interest and penalties have been assessed against the following taxpayer. Demand for payment of this liability has been made, but it remains unpaid. Therefore this is a lien in favor of the United States on all property belonging to this taxpayer for the amount of these taxes, and penalties, interest, and costs that may accrue.</p>		
Name of taxpayer		
Residence		
<p><b>IMPORTANT RELEASE INFORMATION</b> - With respect to each assessment listed below, unless notice of lien is refiled by the date given in column (e) this notice shall, on the day following such date, operate as a certificate of release as defined in law</p>		

Kind of Tax	Tax Period	ID No.	Date of Assmt	Filing Deadline	Unpaid Balance

Place of filing:

Signature	Title
-----------	-------



<b>TITLE</b>	<b>NOTICE OF CONSENT TO USE LAND</b>
--------------	--------------------------------------

<b>PURPOSE</b>	To evidence that use of the described land is by permission and subject to control of the owner
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of owner(s)</li> <li>2. Description / identification of real property</li> <li>3. Statement citing verbiage per Section 813, Civil Code</li> <li>4. Signature(s) of owner(s)</li> <li>5. Signature(s) acknowledged</li> </ol>
---------------------	---

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	CC - 813 Govt - 27287 (ack)
-------------------------	--------------------------------

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Grantee(if named)	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY
---	---

**NOTICE OF CONSENT TO USE LAND  
( CIVIL CODE SECTION 813 )**

The right of the public or any person to make any use whatsoever of the land described in exhibit A attached hereto and made a part hereof or any portion thereof ( other than any use expressly allowed by a written or recorded map, agreement, deed, or dedication ) is by permission, and subject to control of the owner: Section 813, Civil Code.

Dated : \_\_\_\_\_

\_\_\_\_\_  
Owner(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
ARTICLES OF INCORPORATION - BUSINESS ASSOCIATIONS

**PURPOSE**  
To evidence record ownership in the corporation of all interests of the association in and to real property

**REQUIREMENTS**  
1. A copy of the Articles of Incorporation certified by the Secretary of State

**FEES**  
Regular

**LEGAL REFERENCES**  
Corp - 200.5(e), 1109.2, Fin - 15202, 15204

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantee - Corporation	

**State of California**  
OFFICE OF THE SECRETARY OF STATE

I, \_\_\_\_\_ Secretary of State of the State of California hereby certify that the annexed transcript was prepared by and in this office from the record on file, of which it purports to be a copy, and that it is full, true and correct.

IN WITNESS WHEREOF, I execute this certificate and affix the the Great Seal of the State



**TITLE** ASSIGNMENT

**PURPOSE** To assign / transfer ownership rights, beneficial interest, equitable interest, rents, royalties, profits, vendor / vendee interests, etc. in real property from one party to another

**REQUIREMENTS**

1. Name(s) of assignor(s)
2. Name(s) of assignee(s)
3. Recording reference to interest
4. Description / identification of interest assigned
5. Signature(s) of assignor(s)
6. Signature(s) acknowledged

**FEES** Regular  
\* Possible Documentary Transfer Tax transaction

**LEGAL REFERENCES** CC - 1215 (DTT)  
Govt - 27280, 27287 (ack), 27288 (parties affected), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Assignor Grantee = Assignee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**ASSIGNMENT**

FOR VALUE RECEIVED, the undersigned hereby grants, assigns and transfers to

\_\_\_\_\_

all \_\_\_\_\_ interest under that certain \_\_\_\_\_ dated \_\_\_\_\_, executed by \_\_\_\_\_

to \_\_\_\_\_

and recorded as Instrument No. \_\_\_\_\_ on \_\_\_\_\_ in Book \_\_\_\_\_ at Page \_\_\_\_\_ of Official Records in the Office of the County Recorder of \_\_\_\_\_ County, State of California, and more particularly described as follows:

Dated: \_\_\_\_\_ Assignor(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
ASSIGNMENT OF DEED OF TRUST

**PURPOSE**  
To assign/transfer the beneficial interest in a deed of trust from one party to another

**REQUIREMENTS**

1. Name(s) of assignor(s)
2. Name(s) of assignee(s)
3. Name(s) of trustor(s) on deed of trust being assigned
4. Recorder's reference to deed of trust
5. Signature(s) of assignor(s)
6. Signature(s) acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
CC - 2934  
Govt - 27287 (ack); 27361.6 Rec. Ref.)

**COMMENTS**  
Assignment of lender's rights for money owed to another party

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Assignor, Trustor Grantee = Assignee	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**ASSIGNMENT OF DEED OF TRUST**

FOR VALUE RECEIVED, the undersigned hereby grants, assigns and transfers to:

all beneficial interest under that certain Deed of Trust dated \_\_\_\_\_  
and executed by \_\_\_\_\_

to \_\_\_\_\_  
and recorded as Instrument Number \_\_\_\_\_ on \_\_\_\_\_ Book \_\_\_\_\_  
Page \_\_\_\_\_ of Official Records in the County Recorder's office of \_\_\_\_\_  
County, California, describing land therein as:

Together with the note or notes therein described or referred to, the money due and to become due thereon with interest, and all rights accrued or to accrue under said Deed of Trust.

Dated: \_\_\_\_\_ Assignor(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>DECLARATION OF HOMESTEAD</b>
--------------	---------------------------------

<b>PURPOSE</b>	To protect to a limited extent, from forced sale, the dwelling in which an owner or head of a family resides
----------------	--

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of owner(s) / declarant(s)</li> <li>2. Statement declaring homestead</li> <li>* 3. Description of the declared homestead</li> <li>4. Statement that facts are known to be true</li> <li>** 5. Signature(s) of owner(s) / declarant(s) or authorized agent of the declared homestead owner</li> <li>6. Signature(s) acknowledged</li> </ol> <p>* Includes mobile homes and boats if residence of declarant  ** If signed by an authorized agent of the homesteader, document must state the agent has authority to act and the source of that authority</p>
---------------------	--

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	CCP - 704.930
-------------------------	---------------

<b>COMMENTS</b>	Complex law - May afford minimum protection from most legal actions pertaining to forced sale
-----------------	---

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Declarants / Husband / Wife	

11/2005

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY
--	---

**DECLARATION OF HOMESTEAD**

I, \_\_\_\_\_, hereby certify and declare

1. I hereby claim as a declared homestead the premises described as follows

2. I am the declared homestead owner of the above declared homestead.

3. I own the following interest in the above declared homestead \_\_\_\_\_

4. The above declared homestead is ( my principal dwelling or principal dwelling of my spouse ) and ( I am or my spouse is ) currently residing on that declared homestead.

5. The facts stated in this Declaration are true as of my personal knowledge

Dated : \_\_\_\_\_  
Owner / Declarant / Agent

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE



**TITLE**  
DEED

**PURPOSE**  
To transfer title to real property

**REQUIREMENTS**

1. Name(s) of grantor(s)
2. Name(s) of grantee(s)
3. Description / identification of real property
4. Documentary transfer tax declaration
5. Mailing address - tax statements
6. Certificate of Acceptance if deed is to a political or governmental agency for public purposes
7. Signature(s) of grantor(s)
8. Signature(s) acknowledged

Document type requires Preliminary Change of Ownership Report and permits \$20 penalty per Assessor / Recorder agreement

\* Proof by subscribing witness not acceptable ( witness acknowledgment )

**FEES** Regular fee and possible Documentary Transfer Tax transaction and/or Survey Monument Preservation fee

**LEGAL REFERENCES** CC - 1092  
Govt - 27321.5 (tax addr), 27281 (certificate), 27287 (ack), 27585 (SMP), R & T - 480.3 (PCOR), 11932 (DTT)

**COMMENTS** Deeds from a county treasurer to a reclamation district require a regular recording fee  
For definitions of specific types of deeds, i.e., Quitclaim, Warranty, etc., see Glossary

LOCAL USE	
INDEX Grantor = Grantor Grantee = Grantee	ORDINANCES / OPINIONS

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**DEED**

The undersigned grantor(s) declare(s):  
Documentary transfer tax is \$ \_\_\_\_\_  
( ) computed on full value of property conveyed, or  
( ) computed on full value less value of liens and encumbrances remaining at time of sale  
( ) Unincorporated area: ( ) City of \_\_\_\_\_

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

hereby GRANT(S) to

the following described real property situated in the City of \_\_\_\_\_  
County of \_\_\_\_\_, State of California.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Grantor(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE



<b>TITLE</b>	
MILITARY DISCHARGE	
<b>PURPOSE</b>	
To evidence the military record of a separated (discharged) member	
<b>REQUIREMENTS</b>	
<p>1. Original or certified copy of completed DD-214 form or other separation documents</p> <p>2. Signed coversheet by the veteran which states:</p> <p>I, the undersigned, hereby acknowledge that I am informed that by recording the attached military discharge document, all information reference within it become part of the official record of this county, and that this information is open to inspection by any person.</p> <p>_____ Veteran's Name (Printed)      Veteran's Signature      Date</p>	
<b>FEES</b>	
Free	
<b>LEGAL REFERENCES</b>	
Govt - 6107 (fee); 27381 (fee); 27337 (signed coversheet)	
<b>COMMENTS</b>	
VA requires "member 4" copy for benefits Note: Certified copy provided to authorized individual only: GC 6107(a)1; H&S 10352a	
<b>LOCAL USE</b>	
<b>INDEX</b>	<b>ORDINANCES / OPINIONS</b>
Grantor = Verteran	

11/2005

<b>CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE DUTY</b>					
<b>1. NAME</b>		<b>2. DEPARTMENT, COMPONENT AND BRANCH</b>		<b>3. SOCIAL SECURITY NO.</b>	
<b>4A. GRADE, RATE OR RANK</b>	<b>4B. PAY GRADE</b>	<b>5. DATE OF BIRTH</b>	<b>6. PLACE OF ENTRY INTO ACTIVE DUTY</b>		
<b>7. LAST DUTY ASSIGNMENT AND MAJOR COMPANY</b>			<b>8. STATION WHERE SEPARATED</b>		
<b>9. COMMAND TO WHICH TRANSFERRED</b>			<b>10. SUBSIDY/VERGAGE</b> AMOUNT _____ <input type="checkbox"/> NONE		
<b>11. PRIMARY SPECIALTY NUMBER, TITLE AND YEARS AND MONTHS IN SPECIALTY</b>		<b>12. RECORD OF SERVICE DATE</b>			
		separation date	YEARS	MONTH	DAY
		net active service			
		total prior active			
		total prior inactive			
		total service			
		effective date			
		reserve obligation			
<b>13. DECORATIONS, MEDALS, BADGES, CITATIONS ETC.</b>					
<b>14. MILITARY EDUCATION</b>					
<b>15. MEMBER CONTRIBUTED TO POST-VIETNAM VETERANS EDUCATION ASSISTANCE PROGRAM</b> <input type="checkbox"/> YES <input type="checkbox"/> NO			<b>16. HIGH SCHOOL GRADUATE OR EQUIVALENT</b> <input type="checkbox"/> YES <input type="checkbox"/> NO		
<b>17. DAYS ANCHORED LEAVE PAID</b>					
<b>18. REMARKS</b>					
<b>19. MAILING ADDRESS AFTER SEPARATION</b>			<b>23. MEMBER REQUESTS COPIES BE SENT TO _____ DIR OF VET AFFAIRS</b> <input type="checkbox"/> YES <input type="checkbox"/> NO		
<b>21. SIGNATURE OF MEMBER BEING SEPARATED</b>			<b>22. TYPED NAME, GRADE, TITLE AND SIGNATURE OF OFFICIAL AUTHORIZED TO SIGN</b>		

**TITLE**  
 \* DEED IN LIEU OF FORECLOSURE

**PURPOSE**  
 To evidence the transfer of real property from a defaulting trustor in lieu of foreclosure by the beneficiary/trustee

**REQUIREMENTS**

1. Name(s) of grantor(s)
2. Name(s) of grantee(s)
3. Description / identification of real property
4. Special documentary transfer tax declaration
5. Mailing address - tax statements
6. Signature(s) of grantor(s)
7. Signature(s) acknowledged

**FEES**  
 Regular  
 \* Possible Documentary Transfer Tax transaction

**LEGAL REFERENCES**  
 CC - 1092  
 Govt - 27287 (ack), 27321.5 (tax address)  
 R & T - 11926 (DTT)

**COMMENTS**  
 Under agreement between parties involved, this document is used to circumvent the lengthy foreclosure process.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Grantor Grantee = Grantee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**DEED IN LIEU OF FORECLOSURE**

The undersigned grantor(s) declare(s):  
 Documentary transfer tax is \$ \_\_\_\_\_  
 ( ) computed on full value of property conveyed, or  
 ( ) computed on full value less value of liens and encumbrances remaining at time of sale  
 ( ) Unincorporated area: ( ) City of \_\_\_\_\_

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

hereby GRANT(S) to

the following described real property situated in the City of \_\_\_\_\_  
 County of \_\_\_\_\_, State of California.

This Deed is an absolute conveyance, the grantors having sold the described land to the grantees for a fair and adequate consideration, such consideration being full satisfaction of all obligations secured by \_\_\_\_\_ as trustors to \_\_\_\_\_ as trustees for \_\_\_\_\_ as beneficiary, dated \_\_\_\_\_ and recorded \_\_\_\_\_ in Book of \_\_\_\_\_ Official Records, page \_\_\_\_\_ County Records, and having a remaining principal balance of \$ \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
 Grantor(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
DEED OF TRUST

**PURPOSE**  
To evidence a three party security instrument conveying title to land as security for the performance of an obligation

**REQUIREMENTS**

1. Name(s) of trustor(s) (owner/borrower)
2. Address(es) of trustor(s)
3. Name(s) of trustee(s)
4. Name of beneficiary (lender)
5. If short form, must contain recording reference to fictitious deed of trust
6. Description / identification of real property
7. Signature(s) of trustor(s)
- \* 8. Signature(s) acknowledged

\*Proof by subscribing witness not acceptable ( witness acknowledgment )

**FEES**  
Regular \*

**LEGAL REFERENCES**  
CC - 2952, 2938 (asgmt of rents), Govt - 27321.5(b) (address)  
CRAC Op 11

**COMMENTS**  
\* A Deed of Trust with Assignments of Rents is a double document  
For definition of specific types of deeds of trust, see glossary  
Lien contract may be attached

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Trustor Grantee = Beneficiary	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**DEED OF TRUST**

This Deed of Trust, made this \_\_\_\_\_ day of \_\_\_\_\_, between whose address is \_\_\_\_\_ herein called TRUSTOR, \_\_\_\_\_ a California corporation, herein called TRUSTEE, and \_\_\_\_\_ herein called BENEFCIARY, WITNESSETH: That Trustor irrevocably grants, transfers and assigns to Trustee in Trust, with the power of sale that property in \_\_\_\_\_ County, California, described as:

In the event the herein described property or any part thereof, or any interest therein is sold, agreed to be sold, conveyed or alienated by the Trustor, or by the operation of law or otherwise, all obligations secured by this instrument, irrespective of the maturity dates expressed herein, at the option of the holder hereof and without demand or notice shall immediately become due and payable.

TOGETHER WITH the rents, issues and profits thereof, subject, however, to the right, power and authority given to and conferred upon beneficiary by paragraph (10) of the provisions incorporated herein by reference to collect and apply such rents, issues and profits. For the purpose of securing: 1. Performance of each agreement of Trustor incorporated by reference or contained herein. 2. Payment of the indebtedness evidenced by one promissory note of even date herewith, and any extension or renewal thereof, in the principal sum of \$ \_\_\_\_\_ executed by Trustor in favor of Beneficiary or order. 3. Payment of such further sums as the then recorded owner of said property hereafter may borrow from Beneficiary, when evidenced by another note ( or notes ) reciting it is so secured. To protect the security of this Deed of Trust, Trustor agrees: By the execution and delivery of this Deed of Trust and the note secured hereby, that provisions (1) to (14), inclusive of the fictitious deed of trust recorded in Santa Barbara County and Sonoma County October 18, 1961, and in all other counties October 23, 1961, in the book and at the page of Official Records in the office of the county recorder of the county where said property is located, noted below opposite the name of such county. viz:

COUNTY	BOOK PAGE	COUNTY	BOOK PAGE	COUNTY	BOOK PAGE	COUNTY	BOOK PAGE	COUNTY	BOOK PAGE
Alameda	8573 236	Imperial	983 545	Modoc	154 324	San Diego	6914 267	Sonoma	1568 44

ADDITIONAL COUNTIES

etc. The undersigned Trustor requests that a copy of any Notice of Default or any Notice of Sale hereunder be mailed to him/her at the address herein set forth.

\_\_\_\_\_  
Trustor

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**FICTITIOUS DEED OF TRUST**

**PURPOSE**  
 To evidence the general terms and provisions of future deeds of trust by reference to this instrument

**REQUIREMENTS**

1. Must be named "Fictitious Deed of Trust"
2. Terms of Deed of Trust

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 2952(indexing)

**COMMENTS**  
 Names no parties, describes no property, used for future reference only on short form deeds of trust

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = "Fictitious Trustor" Grantee = "Fictitious Beneficiary" or Named Beneficiary (if given)	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**FICTITIOUS DEED OF TRUST WITH ASSIGNMENT OF RENTS**

This DEED OF TRUST, made \_\_\_\_\_, between  
 \_\_\_\_\_ (FICTITIOUS) herein called TRUSTOR  
 whose address is \_\_\_\_\_  
 \_\_\_\_\_ a California corporation, herein called TRUSTEE, and  
 \_\_\_\_\_ (FICTITIOUS) herein called BENEFICIARY  
 WITNESSETH: That Trustor grants to Trustee in Trust, with Power of Sale, that property in the  
 \_\_\_\_\_ County of \_\_\_\_\_ State of California  
 described as:

(FICTITIOUS)

If the trustor shall sell, convey or alienate said property, or any part thereof, or any interest therein, or shall be divested of his title or any interest therein in any manner or way, whether voluntary or involuntarily, without the written consent of the beneficiary being first had or obtained, beneficiary shall have the right, at its option, to declare any indebtedness or obligations secured hereby, irrespective of the maturity date specified in any note evidencing the same, immediately due and payable.

Together with the rents, issues and profits thereof, subject, however, to the right, power and authority hereinafter given to and conferred upon Beneficiary to collect and apply such rents, issues and profits.

For the purpose of securing (1) payment of the sum of \$ (FICTITIOUS) with interest thereon according to the term of the promissory note or notes of even date herewith made by Trustor, payable to the order of Beneficiary, and extensions or renewals thereof, and (2) the performance of each agreement of Trustor incorporated by reference or contained herein (3) Payment of additional sums and interest thereon which may hereafter be loaned to Trustor, or his successors or assigns, when evidenced by a promissory note or notes reciting that they are secured by this Deed of Trust.

To protect the security of the Deed of Trust, and with respect to the property above described, Trustor expressly makes each and all of the agreements, and adopts and agrees to perform and be bound by each and all of the terms and provisions set forth herein.



**TITLE**  
REVOCATION OF POWER OF ATTORNEY

**PURPOSE**  
To revoke or cancel the powers given under a previously recorded power of attorney

**REQUIREMENTS**

1. Name of principal revoking powers
2. Name of previously appointed attorney-in-fact
3. Recording reference to power of attorney
4. Signature of principal
5. Signature acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
CC - 1216, Govt - 27288.1(names), 27361.6(rec. ref.)

**COMMENTS**  
\* Names of previously appointed attorneys-in-fact may not appear if the powers of all previously appointed persons are specified as being revoked or cancelled.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Principal revoking	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
CITY & STATE \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**REVOCATION OF POWER OF ATTORNEY**

That the \_\_\_\_\_ Power of Attorney dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and executed by the undersigned, in and by which \_\_\_\_\_ the undersigned, did make, constitute, and appoint

attorney \_\_\_\_\_ for the purposes and with the powers therein set forth, which power of attorney was on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, recorded in the office of the county recorder of the \_\_\_\_\_ County, State of California, in Book \_\_\_\_\_ at Page \_\_\_\_\_ is hereby wholly revoked, cancelled, and annulled

IN WITNESS WHEREOF \_\_\_\_\_ have hereunto set \_\_\_ hand this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Principal

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE



**TITLE** NOTICE OF OWNERSHIP AND CLAIM TO REAL PROPERTY UNDER THE DESTROYED RECORDS RELIEF ACT

**PURPOSE** To evidence ownership or claim to real property under the Destroyed Records Relief Law

**REQUIREMENTS**

1. Name of claimant(s)
2. Address(es) of claimant(s)
3. City and / or County of property location
4. Description / identification of real property
5. Type of interest claimed (fee title, lien, etc.)
6. Name of party from whom interest was obtained
7. Date and manner interest acquired
8. Signature(s) of claimant(s) / agent(s)
9. Verification

**FEES** Regular

**LEGAL REFERENCES** CCP - 751.23, 751.24 (verification), 2003 (oath)  
2015.5 (unsworn statement)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Claimant	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**NOTICE OF OWNERSHIP AND CLAIM TO REAL PROPERTY UNDER THE DESTROYED RECORDS RELIEF LAW**

Notice is hereby given that \_\_\_\_\_ whose residence is at \_\_\_\_\_ is the owner of an interest in the real property situated in the City / Town of \_\_\_\_\_ County of \_\_\_\_\_, State of California and more particularly described as follows

The character of the interest in the real property owned by the claimant is \_\_\_\_\_ and the interest was obtained from \_\_\_\_\_ at the time and in the manner following.

Dated: \_\_\_\_\_ Claimant(s) / Agent(s)

APPROPRIATE VERIFICATION SHOULD APPEAR HERE



**TITLE**  
MECHANIC'S LIEN

**PURPOSE**  
To create a lien in favor of persons contributing labor, material, supplies, etc., to a work of improvement upon real property

**REQUIREMENTS**

1. Name(s) of property owner(s) or reputed owner(s)
2. Statement of claimant's demand (dollar amount)
3. Statement of labor, services, equipment or materials, etc. furnished by the claimant
4. Claimant's employer or to whom labor, materials, etc. furnished (contractor or owner)
5. Description of site sufficient for identification
6. Signature of claimant or agent
7. Verification

**FEES**  
Regular fee plus lien fee, if applicable

**LEGAL REFERENCES**  
CC - 3084  
CCP - 2003 (oath), 2015.59 (unsworn statement)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Claimant	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**MECHANIC'S LIEN**

The undersigned \_\_\_\_\_  
Claimant, claims a mechanic's lien upon the following described real property located in the City / Town of \_\_\_\_\_  
County of \_\_\_\_\_ State of California

The sum of \$ \_\_\_\_\_ together with interest thereon at the rate of \_\_\_\_\_  
percent per annum from \_\_\_\_\_ 20\_\_\_\_, is due the claimant (after deducting all just credits  
and offsets ) for the following work and materials furnished by claimant \_\_\_\_\_

Claimant furnished the work and materials at the request of, or under contract with \_\_\_\_\_

The owners or reputed owners of the property are \_\_\_\_\_

Dated : \_\_\_\_\_  
Claimant

APPROPRIATE VERIFICATION SHOULD APPEAR HERE

**TITLE**  
 CERTIFICATE OF MERGER - STATE / NATIONAL BANKS

**PURPOSE**  
 To evidence the merger of state and / or national banks

**REQUIREMENTS**

1. Name(s) of merging bank(s)
2. Name of resulting bank
3. Signature(s) by president and secretary or cashier of resulting bank
4. Signature(s) acknowledged
5. Verification

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Financial - 3011 was repealed in 1995  
 See page 84

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Merging banks Grantee = Resulting bank	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDING USE ONLY

**CERTIFICATE OF MERGER - STATE / NATIONAL BANKS**

On the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the following named banks entered into a merger agreement :

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

The name of the resulting bank is : \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Date \_\_\_\_\_ President ( resulting bank )  
 \_\_\_\_\_ Secretary ( resulting bank )  
 \_\_\_\_\_ or  
 \_\_\_\_\_ Cashier ( resulting bank )

APPROPRIATE ACKNOWLEDGMENT AND VERIFICATION SHOULD APPEAR HERE

**TITLE**  
MODIFICATION OF DEED OF TRUST

**PURPOSE**  
To amend/modify the terms or conditions of a deed of trust

**REQUIREMENTS**

1. Name(s) of trustor(s)
2. Name(s) of the beneficiary(ies)
3. Recording reference to deed of trust
4. Signature(s) of trustor(s) and party(ies) affected
5. Signature(s) acknowledged

\* Notices of advance may not need a signature of the beneficiary

**FEES** Regular

**LEGAL REFERENCES**  
Govt - 27280, 27287 (ack), 27361.6(rec. ref.)

**COMMENTS**  
For definition of Notice of Advance, see glossary

LOCAL USE	
<b>INDEX</b> Grantor = Trustor Grantee = Beneficiary	<b>ORDINANCES / OPINIONS</b>

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR MICROFILM'S USE ONLY

**MODIFICATION OF DEED OF TRUST**

THIS AGREEMENT, made this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_  
by and between \_\_\_\_\_ hereinafter called Trustor,  
and \_\_\_\_\_ hereinafter called Beneficiary.

WITNESSETH: THAT WHEREAS, on the \_\_\_\_\_ 19\_\_\_\_, Trustor did make, execute and deliver to \_\_\_\_\_ as Trustee, that certain deed of trust recorded \_\_\_\_\_, as Instrument No. \_\_\_\_\_, in Book \_\_\_\_\_ Page \_\_\_\_\_, Official Records, in the Office of the County Recorder of \_\_\_\_\_ County, State of California, securing a promissory note dated \_\_\_\_\_ for \_\_\_\_\_, in favor of Beneficiary and covering the following described property:

AND WHEREAS, said deed of trust, erroneously set forth the amount of indebtedness secured thereby as being \_\_\_\_\_

AND WHEREAS, the parties hereto desire to modify said deed of trust to correctly reflect the amount of indebtedness secured thereby to be \_\_\_\_\_

NOW THEREFORE, for value received, the parties hereto do hereby modify said deed of trust to provide that the amount of indebtedness secured thereby is \_\_\_\_\_ instead of \_\_\_\_\_

It is further agreed by and between the parties hereto that in all other respects not inconsistent herewith the terms of said deed of trust which is incorporated herein by reference thereto shall remain in full force and effect, and be binding hereon.

Trustee is hereby authorized and directed to endorse a memorandum hereof upon said deed of trust and promissory note

This agreement shall inure to and bind the heirs, devisees, successors and assigns of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first above written.

\_\_\_\_\_  
Trustor

\_\_\_\_\_  
Party(ies) affected

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** BOND

**PURPOSE**  
To bond an individual for official performance in compliance with State law.

**REQUIREMENTS**

1. Filed with the County Clerk's office
2. Name of principal

**FEES** Regular \*

**LEGAL REFERENCES**  
Govt - 8213 (Notary)  
B & P - 6405(d) Unlawful Detainer Assistant, Legal Document Assistant, 22353(c)  
(Process Server), 22455(1) (Photocopier), CCP 995.630

**COMMENTS**  
\* Fee may be collected by County Clerk's office

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Bonded principal Surety	

**IMPORTANT**

This Notary Bond must be filed at the County Clerk's Office within 30 days after the commencement date in accordance with California Law, otherwise it is void and of no effect.

## CALIFORNIA NOTARY BOND

ISSUED BY \_\_\_\_\_

**KNOW ALL MEN BY THESE PRESENTS** That we \_\_\_\_\_ as principal and \_\_\_\_\_ a corporation duly organized and existing under the laws of the State of \_\_\_\_\_ and duly authorized to transact a surety business in the State of California, as Surety are held and firmly bound unto the State of California, in the sum of \_\_\_\_\_ to be paid to the said State of California, or its assigns, for which payment well and truly to be made, we bind ourselves, our heirs, executors and successors, jointly and severally, firmly by these presents.

**WHEREAS**  
the above bound principal was appointed a Notary Public in and for the State of California, with principal office in the County of \_\_\_\_\_, for the term of ~~four~~ years commencing on \_\_\_\_\_  
Now therefore the condition of the above obligation is such that if said principal shall well, truly and faithfully perform all official duties now required of him by law of the State of California then the above obligation to be void, otherwise to remain in full force and virtue.

\_\_\_\_\_  
Attorney - in - fact

\_\_\_\_\_  
Principal

County of \_\_\_\_\_ State of California

**TITLE** MORTGAGE

**PURPOSE**  
To evidence a two party security instrument pledging real property as security for the performance of an obligation

**REQUIREMENTS**

1. Name(s) of mortgagor(s) (buyer)
2. Address of mortgagor(s)
3. Name(s) of mortgagee(s) (seller / lender)
4. Description of obligation
5. Description / identification of real property
6. Signature(s) of mortgagor(s)
7. Signature(s) acknowledged

\* Proof by subscribing witness not acceptable ( witness acknowledgment )

**FEES** Regular

**LEGAL REFERENCES**  
CC - 2952  
Govt - 27287 (ack), 27321.5(b) (address)

**COMMENTS**  
Similar to a deed of trust except no trustee

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner / mortgagor Grantee = Lende / mortgagee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**MORTGAGE**

THIS MORTGAGE made on the \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_, in hte amount of \_\_\_\_\_ by \_\_\_\_\_ of \_\_\_\_\_, California, Mortgagor, to \_\_\_\_\_ a corporation, with offices at \_\_\_\_\_ Mortgagee, WITNESSETH  
That the Mortgagor mortgages to the Mortgagee, the following described real property situated in the County of \_\_\_\_\_, State of California, and being more particularly described as follows \_\_\_\_\_

As security for performance of Mortgagor's obligations pursuant to an Equipment Lease Schedule dated \_\_\_\_\_ 20\_\_\_\_, a copy of which is attached to this Mortgage, incorporated herein, and designated as Exhibit A.

The Mortgagor shall pay to the Mortgagee all damages Mortgagee sustains by reason of \_\_\_\_\_ breach of any obligations of said Equipment Lease Schedule or \_\_\_\_\_ breach of any STATUTORY MORTGAGE COVENANTS, including reasonable attorney's fees and costs of foreclosure of this mortgage and Mortgagor's breach of any obligations or conditions thereof shall entitle Mortgagee to foreclose this mortgage pursuant to the laws of the State of California including exercise of the STATUTORY POWER OF SALE.

Mortgagor's pledge of the above property is specifically limited and shall not exceed in the aggregate at any time outstanding, the sum of \_\_\_\_\_

Dated: \_\_\_\_\_  
Mortgagor

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>NOTICE OF ASSESSMENT - DISTRICT</b>
--------------	--

<b>PURPOSE</b>	To evidence that special taxes have been imposed to pay for public improvements beneficial to those properties shown on a filed assessment diagram (map)
----------------	--

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name of assessment district</li> <li>2. Date of assessment</li> <li>3. Description of property by:             <ol style="list-style-type: none"> <li>a. Exterior boundaries or</li> <li>b. Reference to official or recorded map or</li> <li>c. Recorder's map book and page number of filed assessment diagram</li> </ol> </li> <li>4. Signature of District Clerk</li> </ol>
---------------------	---

<b>FEES</b>	Regular fee plus lien fee if applicable (No exemption for public agencies) *
-------------	---

<b>LEGAL REFERENCES</b>	S & H - 3114, *3116 (fee)
-------------------------	---------------------------

<b>COMMENTS</b>	Name(s) and address(es) of property owners may be included
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY
--	---

**NOTICE OF ASSESSMENT**

City of \_\_\_\_\_ County of \_\_\_\_\_ State of California  
Assessment District No. \_\_\_\_\_

I \_\_\_\_\_, Clerk of the City Council of the City of \_\_\_\_\_ County of \_\_\_\_\_ State of California, acting pursuant to the requirements of Section 3114 of the Streets and Highways Code DO HEREBY GIVE NOTICE that an Assessment and a Diagram of Assessment District No. \_\_\_\_\_ were recorded in the office of the Superintendent of Streets of said City as provided for in said Section and that said Assessment and Diagram relate to the real property situate in said City and State being those certain lots and parcels of real property shown and designated on the Assessment Diagram entitled \_\_\_\_\_.

City of \_\_\_\_\_ County of \_\_\_\_\_ State of California  
No. \_\_\_\_\_

which was filed on \_\_\_\_\_, 20\_\_\_\_ in the office of the Recorder of the County of \_\_\_\_\_, State of California, in Book \_\_\_\_\_ of Maps of Assessment Districts, Map No. \_\_\_\_\_

I further give notice hereby that, upon the recording of this notice in the Office of the County Recorder of the County of \_\_\_\_\_, the several assessment amounts assessed in said Assessment of the lots and parcels of real property shown on said filed Assessment Diagram shall become a lien upon the lots and parcels of real property so assessed, respectively.

Dated: \_\_\_\_\_  
Clerk of the City Council

**TITLE**  
 NOTICE OF (DELINQUENT) ASSESSMENT - HOMEOWNERS' ASSOCIATION

**PURPOSE**  
 To create a lien against the real property of a member of a homeowners' association in accordance with the covenants, conditions and restrictions (CC&R's) of that association

**REQUIREMENTS**

1. Name of homeowners' association
2. Name(s) of property owner(s)
3. Amount of assessment
4. Description / Identification of real property (address acceptable)
5. Itemized statement of charges owed by the owner
6. Signature of person designated or association officer
7. Signature acknowledged

**FEES**  
 Regular fee plus lien fee if applicable

**LEGAL REFERENCES**  
 CC - 1367, Govt - 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Association/Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF ASSESSMENT**

NOTICE IS HEREBY GIVEN that the Association, a California non-profit corporation with its principle office in the County of \_\_\_\_\_, State of California, pursuant to that certain agreement dated \_\_\_\_\_ by and between the Association and the Owner, hereby declares and gives notice that the Association has a lien on the herein described property for delinquent dues and assessments as follows:

Dues thru	\$ _____
Insurance thru	\$ _____
Special Assessments	\$ _____
Late charges and interest	\$ _____
Other costs	\$ _____
Total amount owing	\$ _____

Owner(s) :

Property Address :

Real Property Description :

Dated \_\_\_\_\_ Designated person / Association Officer \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE



<b>TITLE</b>	<b>NOTICE OF COMPLETION</b>
--------------	-----------------------------

<b>PURPOSE</b>	To evidence that any work of improvement has been completed
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) and address of owner(s)</li> <li>2. Nature of the interest or estate of owner (fee, vendee under contract, lessee)</li> <li>3. Date of work completion</li> <li>4. Description / identification of real property</li> <li>* 5. Signature(s) of owner(s) / agent(s)</li> <li>6. Verification</li> </ol> <p style="text-align: center;">* Only one signature required</p>
---------------------	---

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	CC - 3093 CCP - 2003 (oath), 2015.5 (unsworn statement)
-------------------------	--

<b>COMMENTS</b>	Shortens time period for filing mechanic's liens if recorded within 10 days of completion date
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Contractor	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  <div style="border: 1px solid black; padding: 2px; width: fit-content; margin: auto;"> <small>NAME STREET ADDRESS CITY &amp; STATE ZIP</small> </div>	SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY
--	---

**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN:

1. That the interest or estate stated in paragraph 3 herein in the real property herein described is owned by \_\_\_\_\_
2. That the full name and address of the owner of said interest or estate, if there is only one owner, and that the full names and addresses of all the co-owners who own said interest or estate as tenants in common, as joint tenants, or otherwise, if there is more than one owner, are set forth in the preceding paragraph.
3. That the nature of the title of the stated owner, or if more than one owner, then of the stated owner and co-owners is: In fee.
4. That on the \_\_\_\_\_ day of \_\_\_\_\_ a work of improvement on the real property herein described was completed.
5. That the name of the original contractor, if any, for said work of improvement was: \_\_\_\_\_
6. That the name and address of the transferor is: \_\_\_\_\_
7. That the real property herein referred to is situated in the \_\_\_\_\_ County of \_\_\_\_\_, State of California, and is described as follows:

\_\_\_\_\_  
Owner  
by \_\_\_\_\_  
Owner's agent

APPROPRIATE VERIFICATION SHOULD APPEAR HERE

<b>TITLE</b>	<b>NOTICE OF DEFAULT</b>
--------------	--------------------------

<b>PURPOSE</b>	To evidence a trustor's failure to perform his/her obligation under a Deed of Trust
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of trustor(s)</li> <li>2. Recorder's reference to Deed of Trust or description of property</li> <li>3. Statement and nature of breach of obligation</li> <li>4. Name and address of beneficiary(ies) or trustee(s)</li> <li>5. Signature(s) of beneficiary(ies), trustee(s), mortgagee(s) or authorized agent(s)</li> </ol>
---------------------	---

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	CC - 2924
-------------------------	-----------

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Trustor	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	
--	--

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF DEFAULT**

**IMPORTANT NOTICE**

IF YOUR PROPERTY IS IN FORECLOSURE BECAUSE YOU ARE BEHIND IN YOUR PAYMENTS, IT MAY BE SOLD WITHOUT ANY COURT ACTION, AND YOU MAY HAVE THE LEGAL RIGHT TO BRING YOUR ACCOUNT IN GOOD STANDING BY PAYING ALL OF YOUR PAST DUE PAYMENTS PLUS PERMITTED COSTS AND EXPENSES WITHIN THREE MONTHS FROM THE DATE THIS NOTICE OF DEFAULT WAS RECORDED. THIS AMOUNT IS \$ \_\_\_\_\_ AS OF \_\_\_\_\_ AND WILL INCREASE UNTIL YOUR ACCOUNT BECOMES CURRENT.

YOU MAY NOT HAVE TO PAY THE ENTIRE UNPAID PORTION OF YOUR ACCOUNT, EVEN THOUGH FULL PAYMENT WAS DEMANDED, BUT YOU MUST PAY THE AMOUNT STATED ABOVE, AFTER THREE MONTHS FROM THE DATE OF RECORDATION OF THIS DOCUMENT ( WHICH DATE OF RECORDATION APPEARS HEREON), UNLESS THE OBLIGATION BEING FORECLOSED UPON PERMITS A LONGER PERIOD. YOU HAVE ONLY THE LEGAL RIGHT TO STOP THE FORECLOSURE BY PAYING THE ENTIRE AMOUNT DEMANDED BY THE CREDITOR. TO FIND OUT THE AMOUNT YOU MUST PAY OR TO ARRANGE FOR PAYMENT TO STOP THE FORECLOSURE, OR IF YOUR PROPERTY IS IN FORECLOSURE FOR ANY OTHER REASON, CONTACT \_\_\_\_\_

IF YOU HAVE ANY QUESTIONS, YOU SHOULD CONTACT A LAWYER OR THE GOVERNMENT AGENCY WHICH MAY HAVE INSURED YOUR LOAN. REMEMBER, YOU MAY LOSE LEGAL RIGHTS IF YOU DO NOT TAKE PROMPT ACTION.

The undersigned hereby gives notice of a breach of the obligation for which the following Deed of or Transfer in Trust was given:

Trustor \_\_\_\_\_  
 Trustee \_\_\_\_\_  
 Dated \_\_\_\_\_  
 Recorded \_\_\_\_\_  
 Book \_\_\_\_\_ Page \_\_\_\_\_ Of Official Records of the County of \_\_\_\_\_ State of California  
 and notice of intention to sell or cause the property subject to said Deed of or transfer in trust to be sold to satisfy said obligation  
 All sums secured by said deed of trust have been and are declared by the beneficiary to be and are immediately due and payable  
 by reason of said breaches.

NATURE OF BREACH \_\_\_\_\_

Dated \_\_\_\_\_ Authorized Signatures \_\_\_\_\_

<b>TITLE</b>	NOTICE OF LOCATION - MINING CLAIM
--------------	-----------------------------------

<b>PURPOSE</b>	To evidence the location of a mining claim
----------------	--

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) and address of locator(s)</li> <li>2. Name of claim or lode</li> <li>3. General course (direction) and length and width of claim</li> <li>4. Date of location</li> <li>5. Description of claim by geographic references (monuments, objects, etc.) and township and range, if applicable</li> <li>6. Signature(s) of locator(s)</li> </ol>
---------------------	--

<b>FEES</b>	Regular - unless multiple and differing claim names must be indexed
-------------	---

<b>LEGAL REFERENCES</b>	PR - 3911
-------------------------	-----------

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner, Mining claim	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME _____ STREET _____ ADDRESS _____ CITY & STATE _____ ZIP _____	SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY
---	---

### Notice of Location

Notice is hereby given that the undersigned have this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ located a lode mining claim on public (surveyed) (unsurveyed) lands in \_\_\_\_\_ mining district, County of \_\_\_\_\_ State of California

1. The name of this claim is \_\_\_\_\_ It is situated in  
 NE1/4 \_\_\_\_\_ NW1/4 \_\_\_\_\_ SW1/4 \_\_\_\_\_ SE1/4 \_\_\_\_\_ Sec \_\_\_\_\_ T \_\_\_\_\_ R \_\_\_\_\_ M \_\_\_\_\_  
 NE1/4 \_\_\_\_\_ NW1/4 \_\_\_\_\_ SW1/4 \_\_\_\_\_ SE1/4 \_\_\_\_\_ Sec \_\_\_\_\_ T \_\_\_\_\_ R \_\_\_\_\_ M \_\_\_\_\_  
 NE1/4 \_\_\_\_\_ NW1/4 \_\_\_\_\_ SW1/4 \_\_\_\_\_ SE1/4 \_\_\_\_\_ Sec \_\_\_\_\_ T \_\_\_\_\_ R \_\_\_\_\_ M \_\_\_\_\_

2. The locator or locators of this claim are

Names	Current mailing or residence address
_____	_____

3. The number of linear feet claimed in length along the course of the vein each way from the point of discovery is \_\_\_\_\_ in a \_\_\_\_\_ direction and \_\_\_\_\_ feet in a \_\_\_\_\_ direction. The width on each side of the center of the claim is \_\_\_\_\_ feet.

4. The claim described by reference to some natural object or permanent monument as will identify the claim located, is as follows

5. This claim covers among other things all dips, variations, spurs, angles and all veins ledges and other valuable deposits with the lines of this claim together with all the water and timber etc.

Dated \_\_\_\_\_ Signatures \_\_\_\_\_

**TITLE** NOTICE OF NON - RESPONSIBILITY

**PURPOSE** To evidence that an owner of a real property interest will not be responsible for payment of costs of improvements contracted for thereon by some other person

**REQUIREMENTS**

1. Name(s) and nature of interest of person(s) giving notice
2. Description / identification of real property
3. Statement of non-responsibility
4. Signature(s) of owner(s) / claimant(s) of interest(s) or agent
5. Verification

**FEES** Regular

**LEGAL REFERENCES** CC - 3094  
CCP - 2003 (oath), 2015.5 (unsworn statement)

**COMMENTS** Generally used by an owner to disclaim responsibility for work or material contracted for by a lessee

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner, Purchaser / lessee	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY
---	---

**NOTICE OF NON - RESPONSIBILITY**

NOTICE is hereby given that my name is \_\_\_\_\_ and that I am \_\_\_\_\_ in the following described site .

That \_\_\_\_\_ purchaser \_\_\_\_\_ under contract of said property

That \_\_\_\_\_ Lessee \_\_\_\_\_ of said property \_\_\_\_\_

That within 10 days I have obtained knowledge that a work of improvement is being constructed on the described real property ( site ).

That I will not be responsible for any claim rising from the work of improvement.

Dated : \_\_\_\_\_ Owner(s) or Claimant(s) of Interest

APPROPRIATE VERIFICATION SHOULD APPEAR HERE

**TITLE**  
NOTICE OF TRUSTEE'S SALE

**PURPOSE**  
To evidence that a foreclosure sale will be conducted by a trustee in exercise of a power of sale

**REQUIREMENTS**

1. Date, time and address of sale
2. Description / identification of real property with assessor's parcel number
3. Name, address and telephone number of trustee or person conducting sale
4. Street address of property if any or name and address of beneficiary and statement that directions to subject real property may be obtained by written request
5. Amount of unpaid balance and other charges
6. Name(s) of defaulting trustor(s)
7. Reference to Deed to Trust / Mortgage
8. Date of Deed of Trust / Mortgage
9. Signature(s) of trustee(s) or beneficiary(ies)

**FEES**  
Regular

**LEGAL REFERENCES**  
CC - 2924(f)

**COMMENTS**  
Acknowledgment not required although form may contain such

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Trustor	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

### NOTICE OF TRUSTEE'S SALE

**YOU ARE IN DEFAULT UNDER A DEED OF TRUST DATED \_\_\_\_\_, UNLESS YOU TAKE ACTION TO PROTECT YOUR PROPERTY, IT MAY BE SOLD AT A PUBLIC SALE. IF YOU NEED AN EXPLANATION OF THE NATURE OF THE PROCEEDING AGAINST YOU, YOU SHOULD CONTACT A LAWYER.**

On \_\_\_\_\_, the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, at the hour of \_\_\_\_\_ o'clock \_\_\_\_\_ m., of said day, \_\_\_\_\_

County of \_\_\_\_\_, State of California, \_\_\_\_\_ as Trustee, will sell at public auction, to the highest bidder, for cash, in lawful money of the United States, all payable at the time of sale, the following described real property situated \_\_\_\_\_ County of \_\_\_\_\_, State of California, and commonly known as

and being more particularly described as follows:

Said sale will be made without covenant or warranty, expressed or implied, regarding title, possession or encumbrances to satisfy the obligations secured by and pursuant to the powers of sale conferred in a certain Deed of Trust executed by \_\_\_\_\_ as Trustor to \_\_\_\_\_ as Trustee for the benefit and security of \_\_\_\_\_ dated \_\_\_\_\_, and recorded \_\_\_\_\_, in the office of the County Recorder of the County of \_\_\_\_\_, State of California, in Book \_\_\_\_\_ of Official Records at page \_\_\_\_\_.

The total amount of the unpaid balance of the obligation secured by the property to be sold, including estimated costs, expenses and advances is \$ \_\_\_\_\_. The name, street address and telephone number of the Trustee conducting the sale is: \_\_\_\_\_

The name, address and telephone number of the Beneficiary at whose request this sale is to be conducted is: \_\_\_\_\_

Directions may be obtained to locate the property being sold, pursuant to a written request submitted to the Beneficiary within 10 days from the first publication of this notice.

Dated \_\_\_\_\_ Trustee(s) / Beneficiary(ies)

<b>TITLE</b>	<b>OPTION TO PURCHASE</b>
--------------	---------------------------

<b>PURPOSE</b>	To evidence that an owner of real property has given another party the right to purchase within a specified time period
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of optionor(s) / owner(s)</li> <li>2. Name(s) of optionee(s) / prospective purchaser(s)</li> <li>3. Description / identification of real property</li> <li>4. Signature(s) of optionor(s) / owner(s)</li> <li>5. Signature(s) acknowledged</li> </ol>
---------------------	---

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	Govt - 27288
-------------------------	--------------

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Optionor Grantee = Optionee	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP		
SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY		

**OPTION TO PURCHASE**

THIS OPTION, made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
 from \_\_\_\_\_, Optionor,  
 to \_\_\_\_\_, Optionee;

WITNESSETH, that Optionor hereby grants to Optionee, the exclusive option to purchase the real property described in Exhibit A, attached and hereby made a part hereof.

Reference is made to that certain option of even date herewith between these same parties for the terms and conditions governing this option, which terms and conditions are by reference hereby made parts hereof.

IN WITNESS WHEREOF, Optionor has caused these presents to be executed as of the day and year first herein written:

\_\_\_\_\_  
 Optionors / Owners

37  
 11/11/11

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
STATEMENT OF PARTNERSHIP - GENERAL \*

**PURPOSE**  
To evidence that two or more persons have formed a partnership

**REQUIREMENTS**

1. Name of partnership  
2. Names of all partners  
3. Signatures of two or more partners  
4. Signatures of two or more partners acknowledged

or

1. A certified copy of the statement which has been filed with the Secretary of State  
2. Name of partnership

**FEES**  
Regular

**LEGAL REFERENCES**  
Corp. 16105(b), 16906, 16907  
GC 27287

**COMMENTS**  
Amendments, conversions, dissociation, denials and dissolutions of General Partnerships are generally recorded with the same requirements as stated above

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Partnership	



State of California  
Secretary of State  
Bill Jones

Form GP-1

STATEMENT OF PARTNERSHIP AUTHORITY  
IMPORTANT- Read instructions on back before completing form.

1. NAME OF PARTNERSHIP \_\_\_\_\_

2. STREET ADDRESS OF CHIEF EXECUTIVE OFFICE \_\_\_\_\_ CITY/STATE/COUNTRY \_\_\_\_\_ ZIP/CITY \_\_\_\_\_

3. STREET ADDRESS OF A CALIFORNIA OFFICE, IF ANY \_\_\_\_\_ CITY \_\_\_\_\_ CA \_\_\_\_\_ ZIP/CITY \_\_\_\_\_

4.  A. LIST THE FULL NAMES AND MAILING ADDRESSES OF ALL PARTNERS (ATTACH ADDITIONAL PAGES, IF NECESSARY) OR  B. STATE THE FULL NAME AND MAILING ADDRESS OF AN AGENT APPOINTED AND MAINTAINED BY THE PARTNERSHIP WHO WILL MAINTAIN A LIST OF THE NAMES AND MAILING ADDRESSES OF ALL PARTNERS.

NAME: _____	NAME: _____
ADDRESS: _____	ADDRESS: _____
CITY: _____ STATE/COUNTRY: _____ ZIP CODE: _____	CITY: _____
NAME: _____	STATE/COUNTRY: _____
ADDRESS: _____	ZIP CODE: _____
CITY: _____ STATE/COUNTRY: _____ ZIP CODE: _____	

5. NAMES OF ALL PARTNERS AUTHORIZED TO EXECUTE INSTRUMENTS TRANSFERRING REAL PROPERTY HELD IN THE NAME OF THE PARTNERSHIP (ATTACH ADDITIONAL PAGES, IF NECESSARY)

PARTNER NAME: _____	PARTNER NAME: _____
PARTNER NAME: _____	PARTNER NAME: _____
PARTNER NAME: _____	PARTNER NAME: _____

6. OTHER MATTERS, IF ANY: (ATTACH ADDITIONAL PAGES, IF NECESSARY)

7. NUMBER OF PAGES ATTACHED, IF ANY: \_\_\_\_\_

8. I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING IS TRUE AND CORRECT.

SIGNATURE OF PARTNER _____	DATE EXECUTED _____	For Secretary Of State Use FILE # _____ DOCUMENT # _____
TYPE OR PRINT NAME OF PARTNER _____	COUNTY AND STATE EXECUTED _____	
SIGNATURE OF PARTNER _____	DATE EXECUTED _____	
TYPE OR PRINT NAME OF PARTNER _____	COUNTY AND STATE EXECUTED _____	

9. RETURN TO:

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE/COUNTRY \_\_\_\_\_ ZIP/CITY \_\_\_\_\_

**TITLE** AGREEMENT FOR SUBORDINATION OF LIEN FOR POSTPONED PROPERTY TAXES

**PURPOSE** To evidence the subordination of a postponed property tax lien to a new deed of trust.

**REQUIREMENTS**

1. Name(s) of taxpayer(s)
2. Reference to property tax lien being subordinated
3. Signature of State Controller

**FEES** None

**LEGAL REFERENCES** Govt - 16185

**COMMENTS** Govt 27282(5) specifically provides for this document to be recorded without acknowledgement.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Taxpayer, Public Agency Grantee = New lender	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**AGREEMENT FOR SUBORDINATION OF LIEN FOR POSTPONED PROPERTY TAXES**

This agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_  
 by and between \_\_\_\_\_

owner of the land hereinafter described and hereafter referred to as Owner - Claimant and the Controller

WITNESSETH

That whereas in accordance with provisions of Chapter 8 Part 1 of Division 4 of Title 3 of the Government code property taxes hereinafter levied on the described real property have been paid by the State of California on behalf of the owner - claimant and

WHEREAS all property taxes paid under said provisions including amounts paid subsequent to the initial payment of said property taxes and any amount which may be paid in the future constitute a lien on the hereinafter described property as evidenced by the Notice of Lien for Postponed Property Taxes executed by the Controller and recorded on \_\_\_\_\_ under Instrument No. \_\_\_\_\_ in Volume \_\_\_\_\_ at Page \_\_\_\_\_ Official Records of the County of \_\_\_\_\_ covering the following described property



Date \_\_\_\_\_

Signature of State Controller \_\_\_\_\_

**TITLE**  
**POWER OF ATTORNEY**

**PURPOSE**  
 To evidence the delegation from a principal authorizing another person, as agent of principal, to act for him/her in his/her name in a designated capacity

**REQUIREMENTS**

1. Name of principal (person granting power)
2. Name of designated attorney-in-fact
3. Powers conferred
4. Signature of principal
5. Signature acknowledged

**FEES**  
 Regular  
 \*Free for active duty military personnel.

**LEGAL REFERENCES**  
 CC-2933, 2400 (durable), 2452 (statutory short form), Probate 4307; \*M & V 822

**COMMENTS**  
 May be certified by Attorney or Notary  
 For definitions of specific powers of attorney, see glossary

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Principal Grantee = Appointee	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**POWER OF ATTORNEY**

**KNOW ALL MEN BY THESE PRESENTS**

that \_\_\_\_\_  
 has made, constituted and appointed, and by these presents do hereby make, constitute and appoint

\_\_\_\_\_ true and lawful Attorney \_\_\_\_\_ for \_\_\_\_\_ and in \_\_\_\_\_ name \_\_\_\_\_ place \_\_\_\_\_ and  
 stand to ask, demand sue for, recover, collect and receive all such sums of money, debts dues accounts, legacies, bequests, interests, dividends, annuities, and demands whatsoever as are now or shall hereafter become due, owing, payable, or belonging to the undersigned; and have, use and take all lawful ways and means in the name of the undersigned, or otherwise, for the recovery thereof, by legal process, and to compromise and agree for the same, and grant acquittances or other sufficient discharges for the same, for the undersigned, and in the name of the undersigned to make, seal and deliver the same; to compromise any and all debts owing by the undersigned, and to convey, transfer, and / or assign any property of any kind or character belonging to the undersigned in satisfaction of any debt owing by us or either of us, to bargain, contract agree for, purchase, receive and take lands, tenements, hereditaments, and accept the seizen and possession of all lands, and all deeds, and other assurances in the law therefore, and to lease, let, demise, bargain, sell, remise, release, convey, mortgage, convey in trust, and hypothecate, land tenements, hereditaments, upon such terms and conditions, and under such covenants as said attorney shall think fit to exchange real or personal property for other real or personal property, and to execute and deliver the necessary instruments of transfer or conveyance to consummate such exchange, etc, etc, etc

Giving and granting unto said attorney \_\_\_\_\_ full power and authority to do and perform all and every act and thing whatsoever requisite and necessary to be done in and about the the premises, as fully to all intents and purposes as the undersigned might or could do if personally present, the undersigned hereby expressly ratifying and confirming all that said Attotney shall lawfully do or cause to be done by virtue of these presents.

Dated : \_\_\_\_\_  
 \_\_\_\_\_  
 Principal

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE



**TITLE** • TRUSTEE'S DEED

**PURPOSE** To transfer real property as the result of a duly conducted foreclosure proceeding and subsequent sale

**REQUIREMENTS**

1. Name of grantor(s) / trustee(s)
2. Name of grantee(s) / buyer(s)
3. Name of trustor(s) being foreclosed
4. Description / identification of real property
5. Recorder's reference to deed of trust
6. Mailing address - tax statements
7. Special documentary transfer tax declaration
8. Signature(s) of trustee(s)
9. Signature(s) acknowledged

**FEES** Regular  
\* Possible Documentary Transfer Tax transaction

**LEGAL REFERENCES** CC - 1092  
Govt - 27263 (indexing), 27287 (ack), 27321.5 (tax address)  
R & T - 11926 (DTT)

**COMMENTS** \* If not foreclosing beneficiary / mortgagee - Regular DTT  
If foreclosing beneficiary / mortgagee - DTT only on amount of consideration which exceeds unpaid debt

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Trustee, Original Trustor Grantee = Purchaser	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO

NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY STATE & ZIP \_\_\_\_\_

MAIL TAX STATEMENT TO \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE

Documentary Transfer Tax \$ \_\_\_\_\_

Grantee was the foreclosing beneficiary, consideration unpaid debt \$ \_\_\_\_\_ non exempt amount \$ \_\_\_\_\_

Computed on the consideration or value of property conveyed \_\_\_\_\_

Computed on the consideration or value less liens or encumbrances remaining at time of sale \_\_\_\_\_

**TRUSTEE'S DEED**

\_\_\_\_\_, a Corporation, (herein called Trustee does hereby grant and convey, but without covenant or warranty, express or implied, to \_\_\_\_\_

(herein called Grantee) the real property in the County of \_\_\_\_\_, State of California described as follows

This conveyance is made pursuant to the authority and powers vested in said Trustee, or Successor Trustee or Substituted Trustee, under that certain Deed of Trust executed by \_\_\_\_\_ as Trustor, recorded \_\_\_\_\_ as document no. \_\_\_\_\_ in Book \_\_\_\_\_ page \_\_\_\_\_ of Official Records in the Office of the Recorder of \_\_\_\_\_ County, California and pursuant to the Notice of Default recorded \_\_\_\_\_ as document no. \_\_\_\_\_ in Book \_\_\_\_\_ page \_\_\_\_\_ of Official Records of said County, Trustee having complied with all applicable statutory requirements of the State of California and perform all duties required by said Deed of Trust.

A Notice of Trustee's Sale was published once a week for three consecutive weeks commencing \_\_\_\_\_ in The \_\_\_\_\_, a legal newspaper, and at least twenty days before the date fixed therein for sale, a copy of said Notice of Trustee's Sale was posted in a conspicuous place on the property described above and in one public place in the city where the sale was to be held.

At the time and place fixed in said Notice of Trustee's Sale, said Trustee did not sell said property above described at public auction on \_\_\_\_\_ to said Grantee, being the highest bidder therefore, for \$ \_\_\_\_\_ cash, lawful money of the United States, in full satisfaction of the indebtedness then secured by said Deed of Trust.

Dated \_\_\_\_\_ By \_\_\_\_\_ President

By \_\_\_\_\_ Secretary

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**RELEASE OF MECHANIC'S LIEN - BY CLAIMANT**

**PURPOSE**  
 To release the interest of a claimant under a previously recorded mechanic's lien

**REQUIREMENTS**

1. Name of lien claimant
2. Name of party originally liened (property owner)
3. Recording reference to lien being released
4. Signature of releasing party
5. Signature acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 27280, 27287 (ack), 27288.1 (names of parties), 27361.6(rec. ref.)  
 Atty Gen Op 86-202 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Claimant Grantee = Party being released	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**RELEASE OF MECHANIC'S LIEN**

The Mechanic's Lien claimed by \_\_\_\_\_  
 against \_\_\_\_\_  
 upon the following described real property in the City of \_\_\_\_\_  
 County of \_\_\_\_\_ State of California, described as

is hereby released, the claim thereunder having been fully paid and satisfied, and that certain Notice of Mechanic's Lien recorded as Instrument No. \_\_\_\_\_ on \_\_\_\_\_  
 in Book \_\_\_\_\_ Page \_\_\_\_\_ of Official Records of \_\_\_\_\_  
 County, California, is hereby satisfied and discharged.

Dated: \_\_\_\_\_  
 \_\_\_\_\_  
 Releasing party

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**REQUEST FOR COPY OF NOTICE OF DEFAULT**

**PURPOSE**  
 To request that a person desires written notice of the recording of a Notice of Default under a Deed of Trust or of the scheduling of a trustee's sale thereunder

**REQUIREMENTS**

1. Identification of Deed of Trust (Mortgage)
  - a. Name(s) of party(ies)
  - b. Date of recording
  - c. Recorder's reference to Deed of Trust
2. Name(s) and address(es) of person(s) requesting notice
3. Signature(s) of person(s) making request
4. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 2924(b) (indexing)

**COMMENTS**  
 Trustee is responsible for notifying all persons requesting notice

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Trustor, Mailee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_  
 STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**REQUEST FOR COPY OF NOTICE OF DEFAULT**

In accordance with Section 2924b, Civil Code, request is hereby made that a copy of any Notice of Default and a copy of any Notice of Sale under the Deed of Trust recorded \_\_\_\_\_, 20 \_\_\_\_\_ as Instrument No. \_\_\_\_\_ in Book \_\_\_\_\_ at Page \_\_\_\_\_ Official Records of \_\_\_\_\_ County, California.

Executed by \_\_\_\_\_ as ~~trustor~~ trustee,  
 to \_\_\_\_\_ as trustee,  
 in which \_\_\_\_\_ is named as beneficiary.

be mailed to \_\_\_\_\_  
 at \_\_\_\_\_ (Street and Number) \_\_\_\_\_ (City) \_\_\_\_\_ (State) \_\_\_\_\_ (Zip)

Dated: \_\_\_\_\_  
 \_\_\_\_\_  
 Requestor(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
RELEASE OF MECHANIC'S LIEN - BY COURT DECREE

**PURPOSE**  
To release, by court decree, the interest of a claimant under a previously recorded mechanic's lien

**REQUIREMENTS**

1. Certified copy of court decree
2. Date claim of lien was recorded
3. Recorder's reference to claim of lien
4. Description / identification of real property

**FEES**  
Regular

**LEGAL REFERENCES**  
CC - 3154

**COMMENTS**  
Generally used when lien claimant cannot be found or is unwilling to execute a release

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Claimant Grantee = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**SUPERIOR COURT OF THE STATE OF CALIFORNIA  
IN AND FOR THE COUNTY OF \_\_\_\_\_**

Property Owner \_\_\_\_\_ )  
 \_\_\_\_\_ )  
 vs \_\_\_\_\_ )  
 \_\_\_\_\_ )  
 Claimant \_\_\_\_\_ )

Case No. \_\_\_\_\_  
RELEASE OF MECHANIC'S LIEN

A Mechanic's Lien was recorded on the \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_  
in the Official Records of the Recorder of \_\_\_\_\_ County, State of California  
at Book \_\_\_\_\_ Page \_\_\_\_\_ Instrument No. \_\_\_\_\_

Said Mechanic's Lien affects the following described real property \_\_\_\_\_

It is hereby Ordered, Adjudged and Decreed that said Mechanic's Lien is hereby released.

\_\_\_\_\_  
Judge of the Superior Court

**TITLE**  
 NOTICE OF MERGER

**PURPOSE**

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Signature of local agency official

**FEES**  
 Free

**LEGAL REFERENCES**  
 Govt - 66451.12 (Notice)  
 GC - 66451.13 (Intention), 66451.16 (Determination),  
 66451.18 (Release), 66451.32 (Status)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF MERGER**

This notice is filed under the provisions of Government Code Section 66451.12. The real property in the City of \_\_\_\_\_, County of \_\_\_\_\_, described in the attached Exhibit A and owned by \_\_\_\_\_ is, under the provisions of the Subdivisions Map Act and ordinances of the City of \_\_\_\_\_ merged for the purposes of the Subdivision Map Act into a single parcel.

Dated \_\_\_\_\_  
 \_\_\_\_\_  
 Signature, Local Agency Official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**AFFIDAVIT OF LABOR - MINING CLAIM**

**PURPOSE**  
 To evidence proof of labor and improvements made in accordance with legal requirements for mining claims

- REQUIREMENTS**
1. Name of mining claim and BLM Serial No., if any
  2. Recorder's reference to original location and last recorded amendment, if any
  3. Location of claim by section, township, range and meridian
  4. Description, value and date of work performed or statement that prescribed maintenance fee has been / will be paid and date
  5. Name, mailing and residence address of affiant
  6. Name and address of person performing work
  7. Name, mailing and residence address of owner
  8. Statement of owner's / affiant's claim
  9. Statement of monumentation
  10. Signature of affiant
  11. Verification
  - \* 12. Tax Collector's certificate for payment of taxes

**FEES**  
 Regular, plus additional indexing fee if applicable

**LEGAL REFERENCES**  
 PR - 3913, 3914  
 CCP - 2003 (oath), 2015.5 (unsworn statement)

**COMMENTS**  
 \* If provided by local resolution.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Mining claim	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE OR \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**AFFIDAVIT OF LABOR**

BLM Serial No. \_\_\_\_\_

Certain labor and / or improvements required by law were performed or made on or for the benefit of the following mining claim(s), ( which together comprise a group of contiguous claims ) located in the County of \_\_\_\_\_ California, in the mining assessment work year ending September 1, 20 \_\_\_\_\_ as follows:

Name of Claim(s) ( in full )	Sec. / Twp. / Rge	County Recordation	County Recordation
		Original Location	Last Amendment
_____	_____	_____	_____
_____	_____	_____	_____

LABOR AND IMPROVEMENTS, Specify ( for example, state depth of shaft sunk; feet of tunnel, drift adit or crosscut driven; size of exploration cut of trench, or refer to separate document, filed as required by PL876, describing geological, geochemical, or geophysical survey ). Give value of each item and date on which, or periods of time within which the same was performed or made, and total value.

Name \_\_\_\_\_ Current Mailing and Residence Address \_\_\_\_\_

The owner of the mining claim(s) is (are)

Name \_\_\_\_\_ Current Mailing and Residence Address \_\_\_\_\_

All monuments required have been erected, and all notices required by law have been posted, on each claim or copies of such notices were in place.

I hereby certify under penalty of perjury that the foregoing is true and correct.

Date \_\_\_\_\_ Signature \_\_\_\_\_

Place of Execution \_\_\_\_\_  
 Record your proof of labor or assessment work notice with the BLM by December 30th of each year

**TITLE**  
**CONDOMINIUM PLAN**

**PURPOSE**  
 To provide a description of the boundaries, both common and separate,  
 that constitute a condominium estate in real property

**REQUIREMENTS**

1. Certificate of consent by owner(s)
2. Description of project sufficient to identify common and separate space interests and boundaries thereof
3. Signature(s) of owner(s)
4. Signature(s) acknowledged

**FEES**  
 Regular recording fee if plan. Regular filing fee if map

**LEGAL REFERENCES**  
 CC - 1352  
 Govt - 27287 (ack)

**COMMENTS**  
 Condominium descriptions may also be recorded as subdivision map,  
 parcel map or condominium plan map

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CONDOMINIUM PLAN**

I / we certify that I / we are the owner(s) of, or have some right, title in and to the real property included in the attached description of the condominium plan herein ; that I / we are the only person(s) whose consent is necessary to pass clear title to said property and I / we consent to the making and recording of said plan and description as shown.

\_\_\_\_\_, Trustee under a Deed of Trust against the land herein shown consent to the making and recording of this condominium plan.

\_\_\_\_\_  
 Owner(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>HAZARDOUS WASTE RESTRICTIONS</b>
--------------	-------------------------------------

<b>PURPOSE</b>	To evidence an agreement between the Department of Health Services and a property owner pertaining to the existence of a hazardous waste site
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of owner(s)</li> <li>2. Description / identification of real property</li> <li>3. Description of restrictions</li> <li>4. Signature(s) of owner(s)</li> <li>5. Signature of Department of Health Services official</li> <li>6. Signature(s) acknowledged</li> </ol>
---------------------	---

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	H & S - 25202.5, 25230 (indexing) Govt - 27287 (ack)
-------------------------	---

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Dept. Health Serv.	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY
--	---

**HAZARDOUS WASTE RESTRICTIONS**

\_\_\_\_\_, owner of the real property located in the County of \_\_\_\_\_, State of California, described as:

declare(s) the following restrictions due to the presence of a hazardous waste / substance on the above described property:

Dated: \_\_\_\_\_ Owner(s) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Department of Health Services official

SA M  
 1984

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
TERMINATION OF HAZARDOUS WASTE RESTRICTIONS

**PURPOSE**  
To terminate an agreement pertaining to a hazardous waste site

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Recording reference to restrictions
3. Description / identification of real property
4. Reference to restrictions being terminated
5. Signature of Department of Health Services Official
6. Signature acknowledged

**FEES**  
Free

**LEGAL REFERENCES**  
H & S - 25234(f), 25235 (indexing)  
Govt - 27287 (ack), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Dept. Health Services Grantee = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**TERMINATION OF HAZARDOUS WASTE RESTRICTIONS**

WHEREAS, the owner(s) of the following described real property are \_\_\_\_\_

WHEREAS, the hazardous waste/substances have been removed from the property and \_\_\_\_\_

WHEREAS, the restrictions recorded on \_\_\_\_\_, 20\_\_\_\_, in Book \_\_\_\_\_  
at Page \_\_\_\_\_, of the Official Records of the County of \_\_\_\_\_  
State of California are no longer applicable.

NOW THEREFORE, the undersigned terminates the above mentioned restrictions.

Dated: \_\_\_\_\_  
Department of Health Services official

SAVED

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>NOTICE OF CLAIM OF WATER RIGHTS PROCEEDINGS</b>
<b>PURPOSE</b>	To evidence that proceedings will be held by the State Water Resources Control Board regarding the rights to water in a stream system
<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of owner(s)</li> <li>2. Statement that an order has been entered and proceedings are pending</li> <li>3. Information regarding status of proceedings may be obtained from board</li> <li>4. Statement that proceedings will determine rights to water of stream system</li> <li>5. Statement that claimant failing to appear will forfeit rights</li> <li>6. Description of stream system</li> <li>7. Signature of Water Resources Control Board official</li> </ol>
<b>FEES</b>	Free
<b>LEGAL REFERENCES</b>	Water - 2529
<b>COMMENTS</b>	
<b>LOCAL USE</b>	
<b>INDEX</b>	<b>ORDINANCES / OPINIONS</b>
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

 NAME  
 STREET  
 ADDRESS  
 CITY &  
 STATE  
 ZIP

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF CLAIM OF WATER RIGHTS PROCEEDINGS**

Notice to all real property owners adjacent to the following named stream situated in the County of \_\_\_\_\_ State of California.

An order has been entered and the proceedings are pending. Information regarding the status of the proceedings may be obtained from the board.

The proceedings will result in a determination of the rights to water of the stream system.

Any claimant who fails to appear and submit proof of his or her claim as provided in Section 2529 of the Water Code shall be held to have forfeited all rights to water previously claimed by him or her on the stream system other than as provided in the decree, unless entitled to relief under the laws of this state.

At the conclusion of the proceedings, the superior court will enter a decree determining the water rights appurtenant to each parcel identified in the notice, including the specific parcel against which this notice appears, and the decree may accord the claimant for that parcel water rights which are different from those he or she has claimed.

Following are the names of all persons who own parcels that appear to be riparian to the stream system or to which water is diverted from the stream.

Dated : \_\_\_\_\_

\_\_\_\_\_  
Water Resources Control Board official

**TITLE**  
 NOTICE OF POWER TO SELL TAX-DEFAULTED PROPERTY

**PURPOSE**  
 To create a lien against real property on which property taxes have not been paid

**REQUIREMENTS**

1. Name(s) of taxpayer(s)
2. Description / identification of real property
3. Signature of Tax Collector
4. Signature acknowledged by County Clerk

**FEES**  
 Free

**LEGAL REFERENCES**  
 R & T - 3691.4  
 Govt - 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Taxpayer Grantee = Tax Collector	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF POWER TO SELL TAX - DEFAULTED PROPERTY**

which, pursuant to law was declared to be Tax - Defaulted on \_\_\_\_\_  
 for the nonpayment of delinquent taxes in the amount of \$ \_\_\_\_\_  
 for the Fiscal Year 20\_\_ - 20\_\_ Default Number \_\_\_\_\_

Notice is hereby given by the Tax Collector of \_\_\_\_\_  
 County that five or more years have elapsed since the duly assessed  
 and legally levied taxes on the property described herein were declared  
 in default and that the property is subject to sale for nonpayment of taxes  
 and will be sold unless the amount required to redeem the property is  
 paid to the Tax Collector of said County before sale. The real property

subject to this notice is assessed to \_\_\_\_\_  
 situated in said County, State of California, described as follows  
 Assessors Parcel Number \_\_\_\_\_

STATE OF CALIFORNIA EXECUTED ON  
 \_\_\_\_\_ SS \_\_\_\_\_  
 \_\_\_\_\_ COUNTY \_\_\_\_\_ BY \_\_\_\_\_  
 Tax Collector

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** RESCISSION OF NOTICE OF POWER TO SELL  
TAX DEFAULTED REAL PROPERTY

**PURPOSE** To remove the affect of a lien imposed for non-payment  
of real property taxes

**REQUIREMENTS**

1. Name(s) of taxpayer(s)
2. Recording reference to notice
3. Description / identification of real property
4. Signature of Tax Collector
5. Signature acknowledged by County Clerk

**FEES** \$11.00

**LEGAL REFERENCES** R & T - 4112, Govt - 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Tax Collector Grantee = Taxpayer	

11/2005

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**TAX DEED TO PURCHASER OF TAX - DEFAULTED PROPERTY**

On which the legally levied taxes were a lien for thr Fiscal Year \_\_\_\_\_  
and for which nonpayment was duly declared to be in default \_\_\_\_\_

This deed, between the Tax Collector of \_\_\_\_\_

County (Seller) and \_\_\_\_\_

\_\_\_\_\_ (PURCHASER)  
conveys to the PURCHASER the real property described herein which the SELLER sold to the purchaser on  
pursuant to a statutory power of sale in accordance with the provisions of Division 1, Part b, Chapter \_\_\_\_\_  
Revenue and Taxation Code, for the sum of \_\_\_\_\_

\_\_\_\_\_ taxing agency objected to the sale  
In accordance with law, the SELLER hereby grants to the PURCHASER that real property situated in said county  
State of California, last assessed to \_\_\_\_\_  
described as follows \_\_\_\_\_

Tax mailing address \_\_\_\_\_

STATE OF CALIFORNIA

EXECUTED ON

\_\_\_\_\_ COUNTY

BY \_\_\_\_\_

Tax Collector

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
 \* TAX DEED TO PURCHASER OF TAX-DEFAULTED PROPERTY

**PURPOSE**  
 To transfer title to a purchaser as a result of a sale held by the Tax Collector on tax-defaulted real property

**REQUIREMENTS**

1. Name(s) of grantor(s)
2. Name(s) of grantee(s) / purchaser(s)
3. Description / identification of real property
4. Documentary transfer tax declaration
5. Mailing address - tax statements
6. Date of sale
7. Amount for which property was sold
8. Statement that legally levied taxes were in default and a lien on property
9. Statement that Tax Collector sold property at public auction
10. Statement that no taxing agency objected to the sale or name of taxing agency objecting
11. Signature(s) of grantor(s)
12. Signature(s) acknowledged

**FEES**  
 Regular  
 \* Possible Documentary Transfer Tax transaction

**LEGAL REFERENCES**  
 R & T - 3710  
 Govt - 27287 (ack), 27333 (indexing)\*

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Tax Collector,* Taxpayer Grantee = Purchaser	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE & ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**TAX DEED TO PURCHASER OF TAX - DEFAULTED PROPERTY**

On which the legally levied taxes were a lien for Fiscal Year \_\_\_\_\_  
 and for which nonpayment was duly declared to be in default \_\_\_\_\_

This deed, between the Tax Collector of \_\_\_\_\_  
 County ( "SELLER" ) and \_\_\_\_\_

\_\_\_\_\_ ( "PURCHASER" )  
 conveys to the PURCHASER the real property described herein which the

SELLER sold to the PURCHASER \_\_\_\_\_ on \_\_\_\_\_  
 pursuant to a statutory power of sale in accordance with the  
 provisions of Division 1, Part 6, Chapter \_\_\_\_\_, Revenue and  
 Taxation Code, for the sum of \_\_\_\_\_

\_\_\_\_\_ taxing agency objected to the sale.  
 In accordance with law, the SELLER hereby grants to the PURCHASER  
 that real property situated in said county, State of California, last assessed  
 to \_\_\_\_\_ described as follows \_\_\_\_\_

Tax Mailing Address: \_\_\_\_\_

STATE OF CALIFORNIA EXECUTED ON \_\_\_\_\_  
 COUNTY BY \_\_\_\_\_  
 Tax Collector

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**RELEASE OF EQUITY AND NOTICE OF CONVERSION FROM TAX - DEEDED PROPERTY TO TAX - DEFAULTED PROPERTY SUBJECT TO POWER OF SALE**

**PURPOSE**  
 To return title to the taxpayer of real property previously deeded to the state for non-payment of real property taxes and to create a lien against the tax-defaulted real property

**REQUIREMENTS**

1. Name(s) of taxpayer(s)
2. Description / identification of real property
3. Signature of Tax Collector
4. Signature acknowledged by County Clerk

**FEES**  
 Free

**LEGAL REFERENCES**  
 R & T - 4112

**COMMENTS**  
 This document will be accompanied by an exhibit which will list the names of all assesses who are reacquiring title to property which is tax-defaulted. These assesses are lien by this same document.

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor = Taxpayer, State of California Grantee = Tax Collector	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**RELEASE OF EQUITY AND NOTICE OF CONVERSION FROM TAX - DEEDED PROPERTY TO TAX - DEFAULTED PROPERTY SUBJECT TO THE POWER OF SALE**

The real properties subject to the tax deeds identified in the attached exhibit "A" were duly sold and tax deeded to the State of California for nonpayment of taxes legally levied and constituting liens on the real properties for the fiscal years shown on said exhibit "A"

Pursuant to Chapter 988, Statutes of 1984, said tax deeds were cancelled and the lien of taxes on the properties were simultaneously revived, effective September 10, 1984. The revived lien for delinquent taxes have priority over all other liens on the real properties, regardless of the time of creation.

Parties of interest in the properties prior to the issuance of the tax deeds to the state, by cancellation of the deeds, acquired the same rights or interest they had prior to the issuance of the deeds as if the tax deeds were never issued. Such rights or interests are subject to the revived lien for delinquent taxes.

The undersigned Tax Collector, for and on behalf of the State of California, hereby gives notice that any and all right, title, interest and equity in the real property conveyed to the state by said tax deeds was released upon cancellation of said tax deeds and the property is deemed to be "tax defaulted" property subject to a power of sale.

STATE OF CALIFORNIA

EXECUTED ON

\_\_\_\_\_  
 COUNTY

\_\_\_\_\_  
 BY \_\_\_\_\_  
 Tax Collector

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** NOTICE OF VIOLATION

**PURPOSE** To evidence that real property has been divided in violation of state code or local ordinance

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Signature of local agency official

**FEES** Free

**LEGAL REFERENCES** Govt - 66499.36 (indexing)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner / Party signing	

<p>RECORDING REQUESTED BY</p>  <p>AND WHEN RECORDED MAIL TO</p> <p>NAME _____</p> <p>STREET ADDRESS _____</p> <p>CITY _____ STATE _____ ZIP _____</p>	
SPACE ABOVE THIS LINE FOR RECORDING AGENCY USE ONLY	

**NOTICE OF VIOLATION**  
( Govt - 66499.36 )

Pursuant to the provisions of the California State Subdivision Map Act, as amended, notice is hereby given that the following described property, situated in the County of \_\_\_\_\_ State of California, is in violation of the aforementioned Ordinance and Subdivision Map Act.

Deed Recorded \_\_\_\_\_ at Book \_\_\_\_\_ Page \_\_\_\_\_  
Instrument No. \_\_\_\_\_

Names of Owner(s) or fee interest in property :

Description of real property :

Dated \_\_\_\_\_ Local agency official: \_\_\_\_\_

**TITLE**  
**NOTICE OF INTENT TO PRESERVE MINERAL RIGHTS**

**PURPOSE**  
 To prevent a property owner from terminating the mineral rights of another party

**REQUIREMENTS**

1. Name(s) and address(es) of each claimant or agent thereof
2. If agent, statement of authority to act for claimant
3. Statement of claim of mineral rights (without specificity)
4. Signature(s) of claimant(s) / agent
5. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 883.230, 880 350 (indexing), Govt - 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = All claimants	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPALS ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF INTENT TO PRESERVE MINERAL RIGHTS**

This notice is intended to preserve an interest in real property from extinguishment pursuant to Title 5 (commencing with Section 880.020) of Part 2 of Division 2 of the Civil Code ( Marketable Record Title ).

Claimant : Name \_\_\_\_\_  
 Mailing Address : \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Interest and Real Property Any and all mineral rights, regardless of character, whether fugacious or nonfugacious, organic or inorganic, whether created by grant or reservation, regardless of form, whether a fee or lesser interest, mineral, royalty, or leasehold, absolute or fractional, corporeal or incorporeal, including express or implied apputenance surface rights, owned or claimed to be owned by claimant in any real property situated in the County of \_\_\_\_\_ State of California

We assert under penalty of perjury that this notice is not recorded for the purpose of slandering title to real property and we are informed and believe that the information contained in this notice is true. If this notice is made on the behalf of a claimant, we assert under penalty of perjury that we are authorized to act on behalf of the claimant.

Dated : \_\_\_\_\_  
 \_\_\_\_\_  
 Claimant(s) / Agent

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**NOTICE OF INTENDED SALE AND LEASEBACK**

**PURPOSE**  
 To avoid the presumption of fraud in a sale of personal property when possession is not taken by transferee

**REQUIREMENTS**

1. Names of transferor(s) and transferee(s)
2. Addresses of transferor(s) and transferee(s)
3. Description of personal property
4. Date and place of sale/security agreement
5. Signature(s) of transferor(s) or transferee(s)

**FEES**  
 Regular \*

**LEGAL REFERENCES**  
 CC - 3440.1 (leaseback), 3440.5 (security agreement)

**COMMENTS**  
 \* May be a double document

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Transferee, Business name Grantee = Transferor	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDEE'S USE ONLY

**NOTICE OF INTENDED SALE AND LEASEBACK**

Pursuant to California Civil Code Section \_\_\_\_\_, notice is hereby given to creditors of the within named transferor that a notice of sale and leaseback is about to be made of personal property hereinafter described :

The name and business address of the intended transferor ( lessee ) is \_\_\_\_\_

The name and address of the intended transferee ( lessor ) is \_\_\_\_\_

That the property pertinent hereto is described in general as \_\_\_\_\_

The sale and leaseback will be consummated at the following location \_\_\_\_\_

Said sale and leaseback transaction will be consummated on or about the following dates : \_\_\_\_\_

Dated : \_\_\_\_\_  
 \_\_\_\_\_  
 Transferors or Transferees



**TITLE**  
BUILDING CONTRACT

**PURPOSE**  
To evidence provisions of a contract for the construction or improvements of a proposed or existing structure

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Name(s) of contractor(s)
3. Description / identification of real property
4. Signature(s) of owner(s)
5. Signature(s) of contractor(s)

**FEES**  
Regular filing fee

**LEGAL REFERENCES**  
CC - 3258; 3124

**COMMENTS**  
Contract may be accompanied by plans and specifications which are considered a part of the document. Counties may record easily photographed contracts for convenience.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Contractor	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**BUILDING CONTRACT**

**AGREEMENT**

made this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

BETWEEN the Owner(s) :

\_\_\_\_\_

and the Contractor :

\_\_\_\_\_

the project is described as follows

\_\_\_\_\_

\_\_\_\_\_

The Owner(s) and the Contractor agree as set forth below

\_\_\_\_\_

\_\_\_\_\_

Owner(s) \_\_\_\_\_

Contractor \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date : \_\_\_\_\_

Date \_\_\_\_\_

**TITLE**  
ORDER

**PURPOSE**  
To evidence a judicial determination affecting title to or the possession of real property

**REQUIREMENTS**

1. Name(s) of party(ies)
2. Name of Judge issuing order
3. Certified by Clerk of Court making the judgment or decree

**FEES**  
Regular

**LEGAL REFERENCES**  
Govt - 27280

**COMMENTS**  
Interest in property may be present or future

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Party deprived of interest Grantee = Party retaining / acquiring interest	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**IN THE SUPERIOR COURT OF THE STATE OF CALIFORNIA  
IN AND FOR THE COUNTY OF \_\_\_\_\_**

In RE : \_\_\_\_\_ )  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)

Case No. \_\_\_\_\_

In the matter of :

IT IS ORDERED, ADJUDGED AND DECREED THAT :

Dated : \_\_\_\_\_

\_\_\_\_\_  
Judge of the Superior Court

**TITLE**  
**CERTIFICATE OF MERGER - CORPORATION**

**PURPOSE**  
 To evidence the transfer of real property of a disappearing corporation to a surviving or consolidated corporation

**REQUIREMENTS**

1. Certificate of Merger certified by the Secretary of State (California)

OR

A copy of the merger or certificate, certified by the Secretary of State or other authorized public official pursuant to the laws of the State or place in which the merger is effected

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Corp - 1109

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Merging corporations Grantee = New / remaining corporation	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS' USE ONLY

**CERTIFICATE OF MERGER - CORPORATION**

STATE OF \_\_\_\_\_  
 DEPARTMENT OF STATE

I, \_\_\_\_\_ the duly qualified and elected Secretary of State of the State of \_\_\_\_\_, do hereby certify that there was filed in this office on \_\_\_\_\_ a Certificate of Ownership merging

into

and changing the name to

SEAL

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of State, at my office, in the City of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Secretary of State

**TITLE**  
**LEASE AGREEMENT**

**PURPOSE**  
 To evidence a conveyance of real property for a term of years and a contract for its possession during that term

**REQUIREMENTS**

1. Name(s) of lessor(s)
2. Name(s) of lessee(s)
3. Description / identification of real property
4. Signature(s) of lessor(s)
5. Signature(s) acknowledged

Document type (except gas & oil) requires Preliminary Change of Ownership Report and permits \$20 penalty per Assessor / Recorder agreement

**FEES**  
 Regular  
 \* Possible documentary transfer tax transaction if 35 years or more

**LEGAL REFERENCES**  
 Govt - 27280, 27287 (ack)  
 CC - 1219 (oil and gas, fictitious)  
 R & T - 480.3 (PCOR)

**COMMENTS**  
 Fictitious leases need not be acknowledged

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Lessor Grantee = Lessee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

\_\_\_\_\_  
SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**LEASE AGREEMENT**

This Memorandum of Lease, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between \_\_\_\_\_ (hereinafter called Landlord) and \_\_\_\_\_ (hereinafter called Tenant).

WITNESSETH

1. Real Estate Lease :Landlord and Tenant have entered into a certain Lease Agreement dated as of \_\_\_\_\_, 20\_\_\_\_, ( hereinafter called Lease ) wherein Landlord leased and demised unto Tenant and Tenant accepted from Landlord on the terms and conditions stated in the Lease, the premises described as follows :
2. Term . The term of the Lease is from \_\_\_\_\_ to \_\_\_\_\_
3. Memorandum of Lease : This Memorandum of Lease is made for the purpose of giving notice of the said Lease and certain of its terms, covenants and conditions, and for no other purposes. The provisions of this Memorandum of Lease shall not in any way change or affect the provisions of the said Lease, express reference to which is hereby made and the terms and conditions of which remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Lease as of the date first written above.

\_\_\_\_\_  
 Signature(s) of Lessor(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
DECLARATION OF INTENTION - PRIVATE CEMETERY

**PURPOSE**  
To declare an intention to use real property as a cemetery

**REQUIREMENTS**

1. Name of cemetery
2. Description / identification of real property
3. Declaration of intention to use as a cemetery
4. Signature of cemetery district authority
5. Signature acknowledged

**FEE**  
Regular

**LEGAL REFERENCES**  
H & S - 8525 - 8526

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Cemetery	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**DECLARATION OF INTENTION - PRIVATE CEMETERY**

KNOW ALL MEN BY THESE PRESENTS :

That it is the intention of the undersigned to use the property herein described for the purpose of a private cemetery to be known as \_\_\_\_\_ Cemetery

It is intended that this property shall be used for the purposes of burial and for mausoleum puposes. The property intended for this use is described as follows :

IN WITNESS WHEREOF, the undersigned make this declaration of intent this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Cemetery District authority

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
 DECLARATION OF REMOVAL - ABANDONED CEMETERY

**PURPOSE**  
 To evidence the removal of human remains from a cemetery

**REQUIREMENTS**

1. Name of district
2. Declaration that all human remains have been removed
3. Description / identification of real property
4. Signature of cemetery district authority
5. Signature acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 H & S - 7904, 9224

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Cemetery	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**DECLARATION OF REMOVAL - ABANDON CEMETERY**

Notice is hereby given pursuant to Health and Safety Code Section 7904 of the removal of human remains from the herein described property commonly known as \_\_\_\_\_ Cemetery

It is hereby declared that all human remains have been removed from the property described as follows

Executed on behalf of the \_\_\_\_\_ Cemetery District  
 this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
 Cemetery District authority

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
SUBORDINATED DEED OF TRUST \*

**PURPOSE**  
To evidence a three party security instrument conveying title to land as security for the performance of an obligation containing a subordination clause

**REQUIREMENTS**

1. Name(s) of trustor(s) (owner / borrower)
2. Address(es) of trustor(s)
3. Name(s) of trustee(s)
4. Name of beneficiary (lender)
5. If short form, must contain recording reference to fictitious deed of trust
6. Description / identification of real property
7. Signature(s) of trustor(s)
8. Signature(s) of beneficiary(ies)
- \* 9. Signature(s) acknowledged

\* Proof by subscribing witness not acceptable (witness acknowledgment)

**FEES**  
Regular

**LEGAL REFERENCES**  
CC - 2953.2, Govt - 27287 (ack), 27321.5(b) (address)  
CRAC Op - 11

**COMMENTS**  
\* Applies only to document entitled Subordinated Deed of Trust

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Trustor Grantee = Beneficiary	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**SUBORDINATE DEED OF TRUST**  
NOTICE: THIS DEED OF TRUST CONTAINS A SUBORDINATION CLAUSE WHICH MAY RESULT IN YOUR SECURITY INTEREST IN THE PROPERTY BECOMING SUBJECT TO AND OF LOWER PRIORITY THAN THE LIEN OF SOME OTHER OR LATER SECURITY INSTRUMENT

THIS DEED OF TRUST, made this \_\_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_\_

BETWEEN \_\_\_\_\_

WHOSE ADDRESS IS \_\_\_\_\_  
HEREIN CALLED TRUSTOR, \_\_\_\_\_ A CALIFORNIA CORPORATION HEREIN  
CALLED TRUSTEE AND \_\_\_\_\_

WITNESSETH: THAT TRUSTOR IRREVOCABLY GRANTS, TRANSFERS AND ASSIGNS TO \_\_\_\_\_  
TRUSTEE IN TRUST WITH POWER OF SALE THAT PROPERTY IN THE CITY OF \_\_\_\_\_ CALIFORNIA  
DESCRIBED AS FOLLOWS \_\_\_\_\_ COUNTY OF \_\_\_\_\_

TOGETHER WITH the rents, issues and profits thereof, subject, however to the right, power and authority given to and conferred upon beneficiary by paragraph 5 of part B of the provisions incorporated herein by reference to collect and apply such rents, issues and profits, for the purpose of securing payment of the indebtedness evidenced by a promissory note, of even date herewith executed by trustor in the sum of \_\_\_\_\_ dollars, any additional sums and interest thereon which may hereafter be loaned to the trustor or his successors or assigns by the beneficiary, and the performance of each agreement herein contained. Additional loans hereafter made and interest thereon shall be secured by this deed of trust only if made to the trustor while he is the owner of record of the present interest in said property, or to his successors or assigns while they are the owners of record thereof, and shall be evidenced by a promissory note reciting that it is secured by this deed of trust. By execution and delivery of this deed of trust and the note signed hereby the parties hereto agree that there are adopted and included herein for any and all purposes by reference as though the same were written in full herein the provisions of section A, including paragraphs 1 through 6 thereof of that certain fictitious deed of trust recorded in the official records in the office of the county recorders of the following counties on January 20, 1955 unless otherwise indicated by \_\_\_\_\_ in the books and at the pages assigned after the name of each county:

COUNTY	BOOK	PAGE	COUNTY	BOOK	PAGE	COUNTY	BOOK	PAGE	COUNTY	BOOK	PAGE
Alameda	8573	236	Imperial	983	545	Modoc	154	324	San Diego	6914	292
									Sonoma	1168	44

ADDITIONAL COUNTIES

A copy of said provisions so adopted and included herein by reference is set forth on the reverse hereof. The undersigned trustor requests that a copy of any notice of default and of any notice of sale hereunder be mailed to him at the address listed above.

NOTICE: THIS DEED OF TRUST CONTAINS A SUBORDINATION CLAUSE WHICH ALLOWS THE PERSON OBLIGATED ON YOUR REAL PROPERTY SECURITY INSTRUMENT TO OBTAIN A LOAN, A PORTION OF WHICH MAY BE EXPENDED FOR OTHER PURPOSES THAN THE IMPROVEMENT OF THE LAND.

Beneficiary \_\_\_\_\_ Beneficiary \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**DECLARATION OF DEDICATION - CEMETERY**

**PURPOSE**  
 To evidence the dedication of real property for cemetery purposes exclusively

**REQUIREMENTS**

1. Name of cemetery
2. Description / identification of real property being dedicated
3. Signature(s) of cemetery authority
4. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 H & S - 8551, 8552 (ack)

**COMMENTS**  
 Declaration must be accompanied by a cemetery map

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Cemetery	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**DECLARATION OF DEDICATION - CEMETERY**

KNOW ALL MEN BY THESE PRESENTS :

That the undersigned, owners and other persons shown herein, hereby dedicate, under the name and style of \_\_\_\_\_

the following tract and parcel of land for cemetery and burial purposes and for mausoleum and columbarium purposes, and for the purposes set forth in the body of the map filed by the undersigned in the Office of the County Recorder of \_\_\_\_\_ County, State of California. Said land so dedicated is described as follows :

IN WITNESS WHEREOF, the undersigned by its officers thereunto duly authorized, has executed these presents this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
 Cemetery District authority

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
RESOLUTION ABANDONING CEMETERY

**PURPOSE**  
To evidence abandonment cemetery property

**REQUIREMENTS**

1. Original or certified copy of resolution by governing body
2. Name of cemetery
3. Legal description of cemetery
4. Dedication as a pioneer memorial park

**FEES**  
Free

**LEGAL REFERENCES**  
H & S - 8828

**COMMENTS**  
Upon abandonment, property shall be vested in the name of the city and / or county as the case may be

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Cemetery	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY \_\_\_\_\_  
STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**RESOLUTION ABANDONING CEMETERY**

Upon motion duly made, seconded and carried, by the Directors of the \_\_\_\_\_ Cemetery Association of \_\_\_\_\_ County.

IT IS HEREBY RESOLVED that the Cemetery known as \_\_\_\_\_ is hereby abandoned by this Association and is hereby dedicated for all future time as a Pioneer Memorial Park.

Said property is described as all that certain real property situate, lying and being in the County of \_\_\_\_\_, State of California, and more particularly described as follows \_\_\_\_\_

This is a Certified copy of the Resolution adopted by vote of the Directors at their regular monthly meeting of \_\_\_\_\_

\_\_\_\_\_  
Cemetery District authority

**TITLE**  
**REQUEST FOR NOTICE OF DELINQUENCY**

**PURPOSE**  
 To request that a beneficiary or mortgagee under a deed of trust or mortgage on real property receive written notice of the delinquency of any senior liens against the same property

**REQUIREMENTS**

1. Name(s) of trustor(s) / mortgagor(s)
2. Name(s) of requesting beneficiary(ies)
3. Name(s) of mailee(s)
4. Description / identification of real property
5. Signature(s) of requesting party(ies)
6. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 2924(e)  
 Govt - 27287 (ack)

**COMMENTS**  
 Pertains to deeds of trust or mortgages on real property containing one to four residential units

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Trustor Mailee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDING OFFICE ONLY

**REQUEST FOR NOTICE OF DELINQUENCY**

To: \_\_\_\_\_ (Beneficiary under prior deed of trust)  
 \_\_\_\_\_ (Address)

Re: Loan No. \_\_\_\_\_  
 Address of property \_\_\_\_\_

Reference is made to the deed of trust made by \_\_\_\_\_ to \_\_\_\_\_ as trustee for \_\_\_\_\_ beneficiary, date \_\_\_\_\_ and recorded \_\_\_\_\_ in Book \_\_\_\_\_ of Official Records at page \_\_\_\_\_, \_\_\_\_\_ County, State of California

Pursuant to the provisions of Section 2924(e) of the Civil Code of the State of California, request is hereby made that notice of any delinquency under the above deed of trust be mailed to \_\_\_\_\_

The nature of the interest of the person requesting this notice is as follows \_\_\_\_\_

The date at which the interest of the person requesting this notice will terminate is as follows \_\_\_\_\_ (maturity date of note)

The name of the current owner of the security property is as follows \_\_\_\_\_

Dated \_\_\_\_\_ Requesting party(ies) \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**RESCISSION OF DEED OF RECONVEYANCE**

**PURPOSE**  
 To evidence the cancellation of an erroneously recorded reconveyance

**REQUIREMENTS**

1. Name(s) of party(ies) canceling reconveyance
2. Name of trustor(s) in reconveyance being canceled
3. Recording reference to deed of trust
4. Description / identification of real property
5. Signature(s) of canceling trustee(s)
6. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 27280, 27287 (ack), 27288 (parties affected),  
 27288.1 (names), 27361.6(rec. ref.)

**COMMENTS**  
 If a rescission of Deed of Reconveyance contains a Reinstatement of Deed of Trust, it shall be considered a double document and the trustor(s) must sign and be acknowledged

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Trustor	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDING USE ONLY

**RESCISSION OF DEED OF RECONVEYANCE**

The undersigned Trustee under that certain Deed of Trust dated \_\_\_\_\_, executed by \_\_\_\_\_ to \_\_\_\_\_ as trustee, recorded on \_\_\_\_\_ in Book \_\_\_\_\_ at Page \_\_\_\_\_ of Official Records, County of \_\_\_\_\_ California, hereby states that the Deed of Reconveyance No. \_\_\_\_\_ Official Records of \_\_\_\_\_ County, California was executed in error and is hereby withdrawn, cancelled and declared of no force or effect, and that the lien of said Deed of Trust on the property covered thereby shall be no way affected by such erroneous instrument.

Dated : \_\_\_\_\_  
 Trustee(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
 NOTICE OF CLAIM OF PRIVATE EASEMENT

**PURPOSE**  
 To evidence the claim of a private easement over a vacated street or highway

**REQUIREMENTS**

1. Name of claimant
2. Description / identification of easement
3. Signature of claimant
4. Verification

**FEES**  
 Regular

**LEGAL REFERENCES**  
 S & H - 8353

**COMMENTS**  
 Claimant is required to record notice within 2 years after date of vacation is complete

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Claimant	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF CLAIM OF PRIVATE EASEMENT**

Notice is hereby given by the undersigned as owner of that certain lot described as Lot \_\_\_\_\_, Block \_\_\_\_\_ as shown on that certain Map recorded at Map Book \_\_\_\_\_, Page \_\_\_\_\_ in the Office of the Recorder, County of \_\_\_\_\_, State of California, that a private easement is claimed over the street described as \_\_\_\_\_ and shown upon the map recorded in Map Book \_\_\_\_\_, Page \_\_\_\_\_ in the Office of Recorder, County of \_\_\_\_\_, State of California.

The street described above was vacated by the County of \_\_\_\_\_ on \_\_\_\_\_ and this Notice of Claim of Private Easement is intended to preserve my right and title to an easement upon such street as described above.

Dated: \_\_\_\_\_ Claimant(s)

APPROPRIATE VERIFICATION SHOULD APPEAR HERE

**TITLE** CONSENT TO REMOVAL OF PERSONAL PROPERTY  
AFFIXED TO REAL PROPERTY

**PURPOSE** To evidence a landlord's consent to and waiver of  
rights to certain personal property located on  
real property by a lessee

**REQUIREMENTS**

1. Name(s) of owner(s) / landlord
2. Name of seller(s) or lien holder of the personal property
3. Description / identification of real and personal property
4. Signature(s) of owner(s) / landlord
5. Signature(s) acknowledged

**FEES** Regular

**LEGAL REFERENCES**  
Govt - 27280, 27287 (ack), 27288.1 (names)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Lienholder	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S FILE ONLY

**CONSENT TO REMOVAL OF PERSONAL PROPERTY  
AFFIXED TO REAL PROPERTY**

Whereas, the undersigned has an interest either as owner, lessor, mortgage holder, trust deed holder or seller under a conditional contract of sale in the real property situated at \_\_\_\_\_  
County of \_\_\_\_\_  
State of California \_\_\_\_\_

which real property is hereinafter called "the real property"  
WHEREAS \_\_\_\_\_ hereinafter called "Debtor" in  
order to induce \_\_\_\_\_ hereinafter called "Secured Party" is to extend  
credit or financial accommodations to it, has or will execute a security agreement granting to secured party a security  
interest in and to the following described collateral

which collateral is hereinafter called the personal property and  
WHEREAS the secured party as a condition to extend credit or financial accommodations to debtor requires the  
undersigned consent to the removal of the personal property  
NOW, THEREFORE, for good and sufficient consideration, receipt of which is hereby acknowledged, and to induce  
secured party to extend credit or financial accommodation to debtor, the undersigned agrees with these secured party  
as follows;

This agreement shall be interpreted under the laws of the State of California, and shall inure to the benefit of and be  
binding upon the successors, heirs and assigns of the undersigned and secured party.  
IN WITNESS WHEREOF, the undersigned has executed this agreement at  
on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
Owner(s) / Landlord

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>NOTICE OF INTENT TO PRESERVE AN EASEMENT</b>
--------------	---

<b>PURPOSE</b>	To evidence the intention of an owner of an easement to retain the easement and prevent the abandonment of the easement by the owner of the real property
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of owner(s) of easement</li> <li>2. Name(s) of owner(s) of real property</li> <li>*3. Description / identification of real property</li> <li>4. Description / identification of easement</li> <li>5. Signature(s) of owner(s) of easement</li> <li>6. Signature(s) acknowledged</li> </ol>
---------------------	--

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	CC - 887.060, 887.070 Govt - 27287 (ack), 27288.1 (names)
-------------------------	--

<b>COMMENTS</b>	* Description of easement or of real property need not be specific
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = All claimants	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY
--	---

**NOTICE OF INTENT TO PRESERVE AN EASEMENT**

This notice is intended to preserve an interest in real property from extinguishment pursuant to Sections 887.060 and 887.070 of the Civil Code of the State of California.

I, the undersigned, claim an easement across the real property owned by \_\_\_\_\_

The easement is described as follows:

The property across which this easement is claimed is described as follows:

It is the intention of the undersigned to preserve the easement described herein against extinguishment by the owner of the property described herein.

Dated: \_\_\_\_\_  
Owner(s) of easement

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** BILL OF SALE - TIMBER, WINES OR BRANDIES

**PURPOSE** To evidence the transfer in ownership of timber, wine or brandies

**REQUIREMENTS**

1. Name(s) of transferor(s) and transferee(s)
2. Description / identification of property
3. Signature(s) of transferor(s)
4. Signature(s) acknowledged

**FEES** Regular

**LEGAL REFERENCES**  
CC - 1220 (timber), 3440-3440.1 (wines, brandies)  
Govt - 27287 (ack), 27288.1 (names)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Vendor Grantee = Vendee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDING USE ONLY

**BILL OF SALE**

\_\_\_\_\_ hereby sells, conveys and transfers for good and sufficient consideration, receipt of which is hereby acknowledged, the wines set forth below to

and hereby conveys title and ownership of such wines. Such wines will be located in wineries and wine cellars set forth below until shipment of such wines pursuant to the order of

DATE OF TRANSFER	QUANTITY	DESCRIPTION	LOCATION
------------------	----------	-------------	----------

Dated: \_\_\_\_\_ Transferor(s) \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**LOT LINE ADJUSTMENT**

**PURPOSE**  
 To evidence the approval of an adjustment of an existing lot line

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Signature of local agency official
4. Signature Acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 66412(d); 28287

**COMMENTS**  
 Additional requirements may be set by local agency  
 The lot line adjustment shall be reflected in a deed, which shall be recorded.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**LOT LINE ADJUSTMENT**

NOTICE IS HEREBY GIVEN that pursuant to Government Code Section 66412(d), and upon application of the undersigned owner(s) of record, the following lot line adjustment is hereby approved by the City of \_\_\_\_\_ by its City Engineer.

All of that real property described as follows :

is hereby merged and made a part of the following described parcel of real property .

We, as owners of record, hereby acknowledge our consent to the above described lot line adjustment.

Approved by the City of \_\_\_\_\_  
 \_\_\_\_\_  
 City Engineer

**TITLE**  
PERFORMANCE BOND

**PURPOSE**  
To evidence a guarantee of payment / performance of claims brought against the owner

**REQUIREMENTS**

1. Name(s) of owner(s) / contractor(s)
2. Description / identification of real property or project
3. Signature of surety
4. Signature acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
CC - 2793 (signature), 3258  
Govt - 27287 (ack), 27288.1 (names)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Principal, Contractor, Surety (optional)	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED: MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**PERFORMANCE BOND**

KNOW ALL MEN BY THESE PRESENTS, that \_\_\_\_\_ as Principal, herein after called Contractor, and \_\_\_\_\_ as Surety, hereinafter called Surety, and held and firmly bound unto \_\_\_\_\_ as Oblige, hereinafter called Owner in the amount of \$ \_\_\_\_\_ for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Whereas, Contractor has by written agreement dated \_\_\_\_\_ entered into a contract with Owner for \_\_\_\_\_

In accordance with drawings and specifications prepared by \_\_\_\_\_ which contract is by reference made a part hereof, and is hereinafter referred to as the Contract.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the Owner named herein or the heirs, executors, administrators or successors of Owner.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Surety

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**SUBORDINATION AGREEMENT**

**PURPOSE**  
 To evidence an agreement to permit a security interest in real property to be of a lower priority

**REQUIREMENTS**

1. Name(s) of owner(s) / trustor(s)
2. Name(s) of beneficiary(ies) of existing deed of trust
3. Recording reference to deed of trust
4. Description / identification of real property
5. Signature(s) of beneficiary of existing deed of trust
6. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 2934  
 Govt - 27287 (ack), 27288.1 (names), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner, Trustor / debtor / taxpayer / lessor	
Grantee = Party subordinated to	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_  
 STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SCALE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**SUBORDINATION AGREEMENT**

NOTICE: THIS SUBORDINATION AGREEMENT RESULTS IN YOUR SECURITY INTEREST IN THE PROPERTY BECOMING SUBJECT TO AND OF LOWER PRIORITY THAN THE LIEN OF SOME OTHER OR LATER SECURITY INSTRUMENT.

THIS AGREEMENT, made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
 by \_\_\_\_\_  
 owner of the land hereunder described and hereinafter referred to as "Owner", and \_\_\_\_\_ present  
 owner and holder of the deed of trust and note first hereinafter described and hereinafter referred to as "Beneficiary".

THAT WHEREAS \_\_\_\_\_  
 did execute a deed of trust, dated \_\_\_\_\_ to \_\_\_\_\_  
 \_\_\_\_\_ as trustee covering \_\_\_\_\_

to secure a note in the sum of \$ \_\_\_\_\_ dated \_\_\_\_\_  
 in favor of \_\_\_\_\_  
 which deed of trust was recorded \_\_\_\_\_  
 Official Records of said county; and

WHEREAS Owner has executed, or is about to execute, a deed of trust and note in the sum of \$ \_\_\_\_\_ dated \_\_\_\_\_ in favor of \_\_\_\_\_ hereinafter referred to as "Lender", payable with interest and upon the terms and conditions described therein, which deed of trust is to be recorded concurrently herewith; and

NOW, THEREFORE, in consideration of the mutual benefits accruing to the parties hereto and other valuable consideration, the receipt and sufficiency of which consideration is hereby acknowledged, and in order to induce Lender to make the loan above referred to, it is hereby understood and agreed as follows:

NOTICE: THIS SUBORDINATION AGREEMENT CONTAINS A PROVISION WHICH ALLOWS THE PERSON OBLIGATED ON YOUR REAL PROPERTY SECURITY TO OBTAIN A LOAN A PORTION OF WHICH MAY BE EXPENDED FOR OTHER PURPOSES THAN IMPROVEMENT OF THE LAND

\_\_\_\_\_  
 Beneficiary(ies)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**NOTICE OF INTENDED  
 TRANSFER OF RETAIL ALCOHOLIC BEVERAGE LICENSE**

**PURPOSE**  
 To evidence compliance with public notice requirements for the transfer of a retail alcoholic beverage license and to provide certified proof thereof

**REQUIREMENTS**

1. Name(s) and mailing address(es) of licensee(s)
2. Name(s) and mailing address(es) of transferee(s)
3. Type of license to be transferred
4. Address of premises of license
5. Name(s) and address(es) of escrow holder or guarantor
6. Place of sale
7. Description of total purchase price
8. Signature(s) of transferor(s) and / or transferee(s)

**FEES**  
 Regular

**LEGAL REFERENCES**  
 B & P - 24073

**COMMENTS**  
 ABC Form 227 - A certified copy of recorded notice plus an additional copy must accompany application to Alcoholic Beverage Control (ABC) for transfer of license

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor = Transferor. Business name (if given)	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY & STATE & ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDING FEE ONLY

**NOTICE OF INTENDED TRANSFER OF RETAIL ALCOHOLIC BEVERAGE  
 LICENSE UNDER SECTIONS 24073 & 24074 CALIFORNIA B&P CODE**

1. LICENSEE'S NAME(S)	PREMISES ADDRESS(ES) TO WHICH THE LICENSE(S) HAS (HAVE) BEEN ISSUED	MAILING ADDRESS IF DIFFERENT
-----------------------	---	------------------------------

2. INTENDED TRANSFEREE(S) NAME	ADDRESS	CITY/STATE
--------------------------------	---------	------------

3. KIND OF LICENSE(S) INTENDED TO BE TRANSFERRED (NAME AND NUMBER)

4. NAME AND ADDRESS OF ESCROW HOLDER OR GUARANTOR

5. Total consideration to be paid for the business and license (to include inventory whether actual cost, estimated cost, or not to exceed amount)

Cash	\$	
Checks		
Promissory notes		
Tangible and / or intangible property		
<b>TOTAL AMOUNT</b>	<b>\$</b>	

6. The parties agree that the consideration for the transfer of the business and the license(s) is to be paid only after the Department of Alcoholic Beverage Control has approved the proposed transfer. The parties herein also agree and direct the above named escrow holder to make payment or distribution within a reasonable time after the completion of the transfer of the license as provided in Section 24074 of the California Business and Professions Code.

TRANSFEROR'S SIGNATURES \_\_\_\_\_ TRANSFEREE'S SIGNATURES \_\_\_\_\_

**TITLE** NOTICE OF SALE, TRANSFER OR ACQUISITION OF STOCK OF A RETAIL ALCOHOLIC BEVERAGE LICENSED CORPORATION AND OF INTENTION TO TRANSFER ALCOHOLIC BEVERAGE LICENSE(S)

**PURPOSE**  
To evidence the intended transfer of an alcoholic beverage license in conjunction with acquisition of 50% or more of the stock in a corporation

**REQUIREMENTS**

1. Name and address of corporation
2. Name(s) and address(es) of person(s) selling ownership of stock
3. Name(s) and address(es) of person(s) acquiring ownership of stock
4. Address of premises of license
5. Type of license
6. Consideration paid
7. Signature of corporation initiating transfer

**FEES**  
Regular

**LEGAL REFERENCES**  
B & P - 24071.1

**COMMENTS**  
ABC Form 227-A. A certified copy of recorded notice plus an additional copy must accompany application to Alcoholic Beverage Control (ABC) for transfer of license

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Transferor, Business (if given) Grantee = Transferee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF SALE, TRANSFER, OR ACQUISITION, OF STOCK OF A RETAIL ALCOHOLIC BEVERAGE LICENSED CORPORATION AND OF INTENTION TO TRANSFER ALCOHOLIC BEVERAGE LICENSE(S)**

Notice pursuant to California Business and Professions Code Section 24071.1 is hereby given that issuance  , transfer  of stock has been made  , is about to be made  , and a transfer of an alcoholic beverage license(s) is about to be made.

1. The name Federal Tax number, and business address, including Zip Code, of the retail licensed corporation:
2. The name and business address, including Zip Code, of the person(s) selling ownership of the stock of said corporation: ( if sale by corporation, so identify )
3. The name, and business address, including Zip Code, of person(s) acquiring ownership of 50% or more of the stock of said corporation:
4. The said licensed corporation is the owner of that certain business known as: \_\_\_\_\_ together with the following described alcoholic beverage license(s): \_\_\_\_\_ now issued for said premises located at.
5. That the total consideration for the license  , transfer  of said stock is the sum of \$ \_\_\_\_\_

Executed at \_\_\_\_\_, for the Corporation \_\_\_\_\_  
California, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
Signature \_\_\_\_\_  
Title \_\_\_\_\_

A copy of this notice, certified by the County Recorder, and an additional copy must accompany the application for transfer of the license.





**TITLE**  
**NOTICE TO ENFORCE RENT / LEASE AGREEMENT**

**PURPOSE**  
 To evidence the intention of a public agency to enforce a rent or lease agreement against a subsequent purchaser of property

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Dates applicable
4. Signature of local agency official

**FEES**  
 Free

**LEGAL REFERENCES**  
 Govt - 7060.3

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner, Public Agency	

86R87.58

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**NOTICE TO ENFORCE RENT / LEASE AGREEMENT**

WHEREAS the Housing Authority of the County of \_\_\_\_\_ entered into a Housing Assistance Payment Agreement dated \_\_\_\_\_ with the owner of the herein described property, and \_\_\_\_\_

WHEREAS the herein described property is now being purchased by \_\_\_\_\_ and \_\_\_\_\_

WHEREAS the Housing Authority of the County of \_\_\_\_\_ intends to enforce the above mentioned Agreement against the above named purchaser :

NOW THEREFORE this notice is given that the Housing Assistance Payment Agreement dated between the Housing Authority of the County of \_\_\_\_\_ and \_\_\_\_\_ herein called " Owner " will be enforced against the purchaser of the following described property :

This agreement will be enforced against \_\_\_\_\_ known as purchaser commencing on \_\_\_\_\_

Dated : \_\_\_\_\_  
 \_\_\_\_\_  
 Local Agency official

<b>TITLE</b>	<b>HISTORIC PROPERTY CONTRACT</b>
--------------	-----------------------------------

<b>PURPOSE</b>	To evidence a lien against real property for recovery of various local agency abatement costs
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of owner(s)</li> <li>2. Name of contracting agency</li> <li>3. Description / identification of real property</li> <li>4. Signature of parties</li> <li>5. Signatures acknowledged</li> </ol>
---------------------	--

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	Govt - 50282, 27287 (ack), 27288.1 (names)
-------------------------	--

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner, Public Agency	

66R98

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	
SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY	

**HISTORIC PROPERTY CONTRACT**

This contract is entered into by the County of \_\_\_\_\_ and \_\_\_\_\_ owner of the property herein described.

WHEREAS, the building located on the property described as :

has significant value as part of the cultural characteristics of the County, exemplifies the cultural, social, and historic heritage of the community, portrays the environment in the era of history characterized by a distinctive architectural style, and represents an established and unique visual feature of the County, and

WHEREAS, the County and the owner have agreed on the term of this contract, the rehabilitation of the property, the right of the County to inspect the property and the historic use to which the property will be put:

NOW THEREFORE the conditions which are attached and incorporated into this agreement, are binding on both parties and shall continue until the termination of this agreement by the parties.

Dated : \_\_\_\_\_

Owner

Authorized County official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**Duplicate of Notice of Lien - Nuisance Abatement on page 210**

<b>TITLE</b>	<b>NOTICE OF ABATEMENT LIEN</b>
--------------	---------------------------------

<b>PURPOSE</b>	To evidence a lien against real property for recovery of various local agency abatement costs.
----------------	--

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of owner(s)</li> <li>2. Address(es) of owner(s)</li> <li>3. Description / identification of real property</li> <li>4. Date of abatement ordered</li> <li>5. Date abatement complete</li> <li>6. Amount of lien</li> <li>7. Signature of local agency official</li> <li>8. Signature acknowledged</li> </ol>
---------------------	---

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	Admin 138 (substandard bldg) Govt - 25845(c), 27287 (ack), 27288.1 (parties affected), 38773.1 (fee) B & P - 5499.12 (advertising display)
-------------------------	--

<b>COMMENTS</b>	May require lien notification
-----------------	-------------------------------

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY
--	---

**NOTICE OF ABATEMENT LIEN**

WHEREAS a duly noticed public hearing was conducted on the question of whether or not a continuing violation of local Ordinance \_\_\_\_\_ existed, and \_\_\_\_\_

WHEREAS it was determined that such violation did exist and such violation was ordered abated on \_\_\_\_\_ and \_\_\_\_\_

WHEREAS the violation was abated by the County of \_\_\_\_\_ on \_\_\_\_\_ and \_\_\_\_\_

WHEREAS the cost of such abatement amounted to \$ \_\_\_\_\_

NOW THEREFORE be it known that an Abatement Lien exists on the property owned by \_\_\_\_\_ and described as follows \_\_\_\_\_

The amount of such lien shall be \$ \_\_\_\_\_ plus interest and other costs which may hereafter become due.

Dated \_\_\_\_\_ Local Agency official \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**CERTIFICATE OF DELINQUENT WATER CHARGES**

**PURPOSE**  
 To evidence a lien against real property for non-payment of water charges by Public Utilities Districts

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Amount of unpaid charges
4. Statement of district compliance
5. Signature of local agency official

**FEES**  
 \* Regular

**LEGAL REFERENCES**  
 PU - 16472.1(b), 16472.1(c)(fee) (indexing)

**COMMENTS**  
 \* The code provides for payment of recording fee by district

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Water District	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CERTIFICATE OF DELINQUENT WATER CHARGES**

This certificate has been prepared and the charges have been computed in accordance with Public Utilities Code Section 16472.1 and all provisions of this section have been complied with by the \_\_\_\_\_ Utility District.

LIST OF DELINQUENT CHARGES

Name	Unpaid charges	Penalties	Description of property

Monthly charges and penalties will continue to accrue to date of payment, plus Attorney's fees and other costs allowed by law.

All of the above delinquent unpaid charges are payable to \_\_\_\_\_ Utility District

Dated: \_\_\_\_\_ Local agency official

**TITLE**  
**CERTIFICATE OF OFFICIAL REDEEMING OFFICER**

**PURPOSE**  
 To certify that no taxes are due or if due a bond has been posted prior to the filing of a final subdivision or parcel map

**REQUIREMENTS**

1. Identification of map
2. Statement that property is clear of liens
3. Signature of redeeming officer

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 66492

**COMMENTS**  
 In some counties this certificate appears on the map and not as a separate document

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner / Declarant / Subdivision / Public Agency	

86R91,68

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**CERTIFICATE OF OFFICIAL REDEEMING OFFICER**

I, \_\_\_\_\_, hereby certify that I am the Treasurer- Tax Collector of the County of \_\_\_\_\_, State of California, and that I am the official computing redemption officer of said County of \_\_\_\_\_.

I hereby further certify that according to the records of my office, there are no liens against the parcel(s) of real property contained in that certain proposed subdivision situated in the County of \_\_\_\_\_, State of California, to be known and designated as : \_\_\_\_\_

for unpaid state, county, municipal, or local taxes, or special assessments collected as taxes on the \_\_\_\_\_ County secured tax rolls, except taxes or special assessments not yet payable.

Dated : This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
 Treasurer - Tax Collector

Name of property owner at time of certificate filing : \_\_\_\_\_

<b>TITLE</b>	<b>ACKNOWLEDGMENT OF SATISFACTION OF JUDGMENT</b>
--------------	---

<b>PURPOSE</b>	To acknowledge the satisfaction of a previously recorded judgment.
----------------	--

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of debtor(s)</li> <li>2. Name(s) of creditor(s)</li> <li>3. Reference to recorded judgment or statement that no judgment has been recorded</li> <li>4. Signature(s) of creditor(s), or assignee of record, or attorney for the judgment creditor</li> <li>5. Signature(s) acknowledged *</li> </ol> <p>* Acknowledgment not required if document is a court certified copy or local family support agency.</p>
---------------------	--

<b>FEES</b>	**Regular
-------------	-----------

<b>LEGAL REFERENCES</b>	CCP - 724.060, 724.110 (partial), 724.250 (installment) Govt - 27361.3 (public agency release fee), 27282(a)(8) (ack)
-------------------------	--

<b>COMMENTS</b>	** \$11.00 if by a public agency to release a lien recorded at no fee CCP - 724.100 provides alternative procedure for release
-----------------	---

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Creditor Grantee = Debtor	

ATTORNEY OR PARTY WITHOUT ATTORNEY	FOR COURT USE ONLY
NAME OF COURT MAILING ADDRESS CITY AND ZIP CODE BRANCH NAME	
PLAINTIFF	
DEFENDANT	
<b>ACKNOWLEDGMENT OF SATISFACTION OF JUDGMENT</b>	FOR COURT USE ONLY

**ACKNOWLEDGMENT OF SATISFACTION OF JUDGMENT**  
is a form prescribed by the Judicial Council of the State of California

This form may be purchased from the  
Office of the Clerk of the Superior Court or  
Office of the County Clerk / Clerk of the Superior Court

This form may also be available from the following sources:

Local legal newspaper services  
Local law libraries  
Judicial Council of the State of California

**TITLE**  
**CERTIFICATE OF LIEN - UNINSURED EMPLOYER**

**PURPOSE**  
 To evidence a lien by the State Workers Compensation Director against an employer who is illegally uninsured

**REQUIREMENTS**

1. Name(s) and address(es) of employer(s)
2. Date employer was determined to be illegally uninsured
3. Signature of State Workers Compensation Director \*
4. Seal of Director

**FEES**  
 Free

**LEGAL REFERENCES**  
 Labor - 3720

**COMMENTS**  
 \* Facsimile signature is sufficient

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Employer, Debtor	

86P:88

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CERTIFICATE OF LIEN - UNINSURED EMPLOYER**

This certificate of lien is recorded pursuant to Labor Code 3720 against:

Name \_\_\_\_\_ Address \_\_\_\_\_

who has been determined to be illegally uninsured under State Workers Compensation as of \_\_\_\_\_, 20\_\_\_\_

The above named employer has not secured the payment of compensation as provided by this division and this lien shall remain in effect for 10 years unless sooner released or otherwise discharged.

Dated: \_\_\_\_\_  
 \_\_\_\_\_  
 State Workers Compensation Director

<b>TITLE</b>	
SUBDIVISION MAP	
<b>PURPOSE</b>	
To delineate the division of real property	
<b>REQUIREMENTS</b>	
<ol style="list-style-type: none"> <li>1. Drawing and certificates must be legible and in permanent black ink or printed or reproduced, using permanent black ink on tracing cloth or polyester base film</li> <li>2. 18" x 26" in size with a 1" margin</li> <li>3. Evidence of ownership (title guarantee)</li> <li>4. Certificate of owner(s) (signature(s)) *</li> <li>5. Certificate of tax security by authorized officer *</li> <li>6. Certificate of approval signed and sealed by City Engineer or County Surveyor</li> <li>7. Certificate of Recorder</li> <li>8. Certificate by Clerk of Board / City Clerk</li> <li>9. Signature(s) acknowledged</li> </ol>	
<b>FEES</b>	
Map filing fee	
<b>LEGAL REFERENCES</b>	
Govt - 66464-66468 (evidence of ownership)(certificate of recorder), 66434 (form), 27372 (fee), 66436(c) (notary seal), 66468.1 (cross-reference separate document) 66450 ( engineer/surveyor certification format )	
<b>COMMENTS</b>	
* May be on map or by separate certificate ** Typed / printed notary's name, county and expiration date may appear in lieu of notary seal	
<b>LOCAL USE</b>	
<b>INDEX</b>	<b>ORDINANCES / OPINIONS</b>
Grantor = Owner, Subdivision (if given)	

SEP01 04 98

SAMPLE

I, \_\_\_\_\_ hereby certify that I am a duly Registered Civil Engineer of the State of California, that this map correctly represents a survey made under my supervision and completed in \_\_\_\_\_ 19 \_\_\_\_\_ hours shown on any part thereof.

Registered Civil Engineer  
 License No. \_\_\_\_\_

Recorded at the request of \_\_\_\_\_ County, \_\_\_\_\_ State of \_\_\_\_\_  
 of Maps, page \_\_\_\_\_ in the office of the \_\_\_\_\_  
 the County of \_\_\_\_\_

County Recorder \_\_\_\_\_ County \_\_\_\_\_

I, \_\_\_\_\_ as Collector in and for the County of State of California, do hereby certify that there are no liens or unpaid taxes against the tract or land

Tax Collector \_\_\_\_\_ County \_\_\_\_\_

I, \_\_\_\_\_ hereby certify that the map of this subdivision conforms to the requirements of law and to the action on the tentative map taken by the Planning Commission of \_\_\_\_\_ State of California on \_\_\_\_\_ 19 \_\_\_\_\_ and that the map is lawfully correct.

City Engineer / County Surveyor \_\_\_\_\_ City / County \_\_\_\_\_

I certify that all bonds, money or negotiable bonds required under the provisions of the Subdivision Map Act to secure payment of taxes and assessments have been filed with and approved by the County of \_\_\_\_\_

District \_\_\_\_\_ Clerk of the Board of Supervisors \_\_\_\_\_

**AHL SUBDIVISION NO. 2**

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR ON MAP

**TITLE** RECORD OF SURVEY

**PURPOSE**  
To delineate the survey of real property boundary lines

**REQUIREMENTS**

1. Drawing and certificates must be legible and in permanent black ink or printed or reproduced, using permanent black ink on tracing paper or polyester base film
2. 18" x 26" in size with minimum 1" margin
3. Name of grant, tract, subdivision, US subdivision / survey number
4. Certificate of approval signed and sealed by County Surveyor
5. Certificate of Recorder

**FEES**  
Map filing fee

**LEGAL REFERENCES**  
B & P - 8782, 8770 (Indexing), 8784.5 (surveyor's cert), 8769 (fee)  
Govt - 66434 (form)

**COMMENTS**  
Owner's name may or may not appear on map

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner (if given), Grant / Tract / Lot & Block / Govt Survey	

86R01.08

**LEGEND**

- BOUNDARY WITH PERMITS, S.A. 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000

**SA**

**SURVEYORS CERTIFICATE**  
This map correctly represents a survey made by me or under my direction in accordance with the Land Surveyors Act

\_\_\_\_\_  
Surveyor License No. \_\_\_\_\_

**COUNTY SURVEYORS CERTIFICATE**  
This map has been introduced in accordance with the Land Surveyors Act

\_\_\_\_\_  
County Surveyor License No. \_\_\_\_\_

**RECORDER'S CERTIFICATE**  
Filed this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_ at \_\_\_\_\_  
in Book \_\_\_\_\_ of Maps of page \_\_\_\_\_ of the  
records of the County Surveyor

\_\_\_\_\_  
County Recorder Deputy

**RECORD OF SURVEY**  
**A PORTION OF SECTION 17**

111

**TITLE**  
ASSESSMENT DISTRICT MAP

**PURPOSE**  
To delineate the boundaries of a proposed or final assessment district

- REQUIREMENTS**
1. Drawing and certificates must be legible and in permanent black ink or printed or reproduced, using permanent black ink
  2. 18" x 26" in size with minimum 1" margin
  3. Name of legislative body
  4. Name of assessment district
  5. Certificate signed by clerk of legislative body
  6. Certificate of Recorder

**FEES**  
Map filing fee

**LEGAL REFERENCES**  
S & H - 3111, 3110 (certificates), 3112 (indexing)  
3116 (fee)

**COMMENTS**  
Filed map may be a copy as long as it contains original signature of clerk of legislative body. Final assessment diagram is usually accompanied by a notice of assessment which is recorded separately

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency, District	

88H90,08

**PROPOSED BOUNDARIES  
OF  
YUBA DRIVE  
SEWER ASSESSMENT DISTRICT**

I hereby certify that this map was prepared by the Board of Supervisors of the County of \_\_\_\_\_ at the regular meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, by the resolution no. \_\_\_\_\_

\_\_\_\_\_  
Clerk of the Board

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, at the appropriate hour in Room \_\_\_\_\_ of Maps of Assessment Districts of page \_\_\_\_\_ in the Office of the County Recorder of the County of \_\_\_\_\_

\_\_\_\_\_  
Recorder

**TITLE**  
**CERTIFICATE OF CORRECTION - MAP**

**PURPOSE**  
 To evidence the correction of an error or omission on a previously recorded map

**REQUIREMENTS**

- \* 1. Drawing and certificates must be legible and in permanent black ink or printed or reproduced, using permanent black ink on tracing cloth or polyester base film
- \* 2. 18" x 26" in size with minimum 1" margin
- 3. Name(s) of owner(s)
- 4. Description of correction(s)
- 5. Reference to map being corrected
- 6. Certificate of City Engineer / Surveyor or County Surveyor
- 7. Signature of registered civil engineer / licensed surveyor preparing map

\* Required only if correction is made by an Amending Map.

**FEES**  
 Map filing fee (map) / regular recording fee (certificate)

**LEGAL REFERENCES**  
 Govt - 66469 - 66472, 66450

**COMMENTS**  
 Amendments to maps may also be made by a Certificate of Correction. A certified copy of each Certificate of Correction shall be forwarded to the County Surveyor. Tax statements are not required on amending parcel maps.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner(s) Tract / similar designation (cross ref. to map)	

66R93,94,98

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CERTIFICATE OF CORRECTION**

\_\_\_\_\_ being duly sworn, deposes and says:  
 That the following corrections or additions to the map of \_\_\_\_\_, as filed in Book \_\_\_\_\_, Page \_\_\_\_\_ in the office of the Recorder, County of \_\_\_\_\_ have been made by me in accordance with Section 66469 of the Subdivision Map Act.

Name(s) of property owner(s) : \_\_\_\_\_

\_\_\_\_\_  
 Engineer or Surveyor

Certificate of City Engineer / Surveyor or County Surveyor

This is to certify that the above certificate of correction has been examined for compliance with Section 66469 of the Subdivision Map Act.

Dated : \_\_\_\_\_

Title \_\_\_\_\_

Signature : \_\_\_\_\_



**TITLE** OFFICIAL MAP

**PURPOSE**  
To delineate lots or blocks in a county / city for the purpose of sale or transfer

**REQUIREMENTS**

1. Drawing and certificates must be legible and in permanent black ink or printed or reproduced, using permanent black ink on tracing cloth or polyester base film
2. 18" x 26" in size with minimum 1" margin
3. Name of county / city
4. Certificate and seal of county / city official

**FEES** Free

**LEGAL REFERENCES**  
Govt - 66499.52 - 66299.55, 66434 (form)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Agency(City / County)	

The undersigned, being a majority of the membership of governing body of the City of \_\_\_\_\_ hereby certify that we are a majority of said City and that the map entitled "Official Map of \_\_\_\_\_" prepared by \_\_\_\_\_ Engineer for said City and dated \_\_\_\_\_ and adopted as the Official Map

This is to certify that this map has been prepared by me or under my direction in accordance with the required sections of the Business and Professions Code of the State of California at the request of the City of \_\_\_\_\_

City Engineer \_\_\_\_\_  
Filed to record this date \_\_\_\_\_  
County Recorder \_\_\_\_\_ Deputy

**OFFICIAL MAP OF**  
\_\_\_\_\_

<b>TITLE</b>	<b>CEMETERY MAP</b>
--------------	---------------------

<b>PURPOSE</b>	To delineate sections, blocks and plots of a cemetery or sections, halls and rooms of a mausoleum
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Drawing must be legible and in permanent black ink or printed or reproduced, using permanent black ink on tracing cloth or polyester base film</li> <li>2. 18" x 26" in size with minimum 1" margin</li> <li>3. Recording reference to map being amended *</li> <li>4. Name of cemetery</li> </ol> <p style="margin-left: 40px;">* Required if amending a previously filed map</p>
---------------------	--

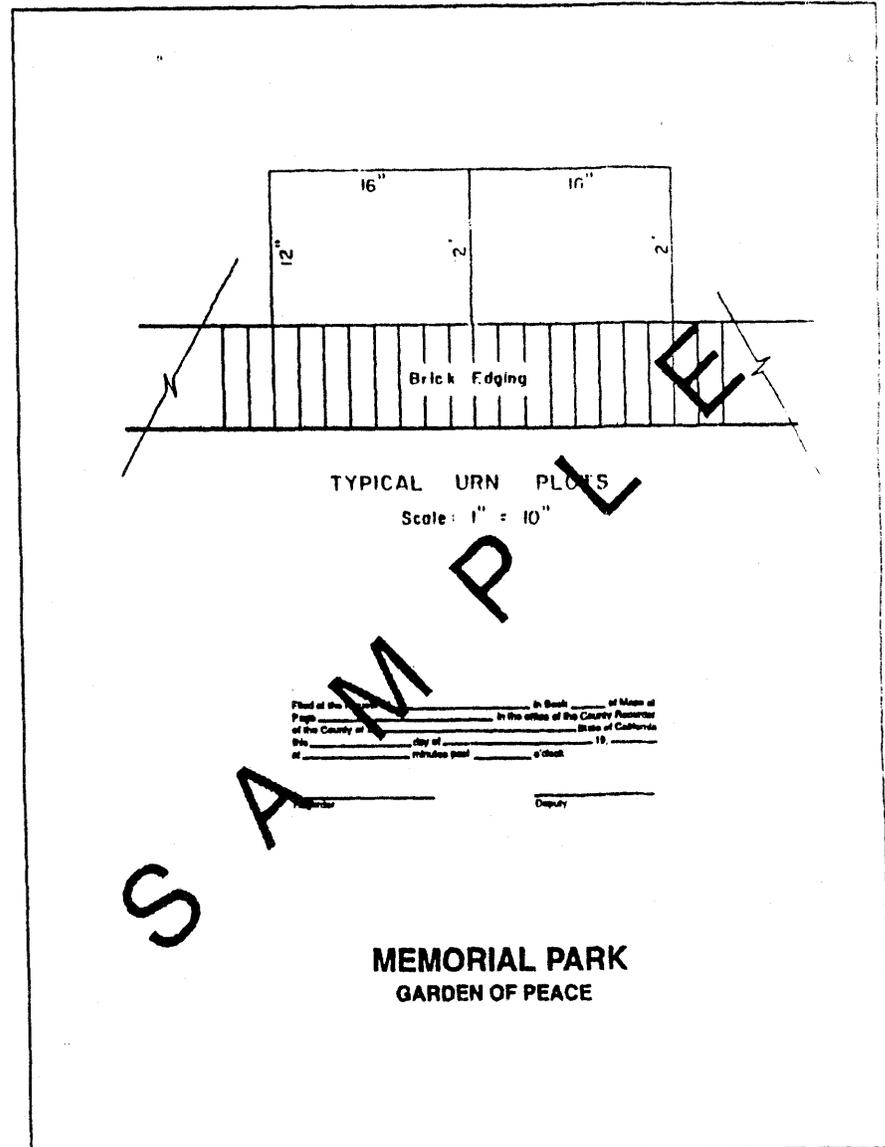
<b>FEES</b>	Map filing fee
-------------	----------------

<b>LEGAL REFERENCES</b>	H & S - 8550 - 8551, 8556 (fee)
-------------------------	---------------------------------

<b>COMMENTS</b>	Cemetery map may be accompanied by a Declaration of Dedication (see #88).
-----------------	---

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Cemetery	

88708



**TITLE**  
JUDICIAL DISTRICT MAP

**PURPOSE**  
To delineate the establishment of judicial district boundaries for the purpose of consolidation

**REQUIREMENTS**

1. Name(s) of district(s)
2. Boundary(ies) of district(s)
3. Approval of County Surveyor

**FEES**  
Free

**LEGAL REFERENCES**  
Govt - 71042.6

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = District	

Filed at the request of \_\_\_\_\_ In Book \_\_\_\_\_ of Maps of  
Page \_\_\_\_\_ in the office of the County Recorder  
of the County of \_\_\_\_\_ State of California  
the \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_  
at \_\_\_\_\_ o'clock \_\_\_\_\_ P.M.  
County Surveyor \_\_\_\_\_  
Deputy \_\_\_\_\_

JUDICIAL DISTRICT

**TITLE**  
 RIGHT OF REDEMPTION RELEASE

**PURPOSE**  
 To evidence the release of property from the effect of a sale made to satisfy a Federal Tax Lien

**REQUIREMENTS**

1. Name(s) of person(s) redeeming
2. Name of County
3. Recording reference to tax lien
4. Signature of Internal Revenue Officer \*

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 27330, CCP - 2103(a)(2)(indexing), 2104 (fee)  
 Uniform Recording Rule - 12 (facsimile signature)

**COMMENTS**  
 \* Facsimile signature is acceptable if authorized by local Recorder.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Internal Revenue Service Taxpayer Grantee = Purchaser	

DEPARTMENT OF THE TREASURY - INTERNAL REVENUE SERVICE  
 RIGHT OF REDEMPTION RELEASE

WHEREAS, \_\_\_\_\_ of \_\_\_\_\_ County, \_\_\_\_\_ is indebted to the United States for unpaid Internal Revenue Tax in the sum of \$ \_\_\_\_\_ lawfully assessed as follows:

TAXES (Kinds and Period(s))	DATE ASSESSED	AMOUNT
-----------------------------	---------------	--------

WHEREAS, to secure collection of said tax, Notice of Liens of the United States attaching to all property and rights to property of said taxpayer on account of said tax indebtedness were filed, in accordance with the provisions of law applicable thereto, with the County Recorder of the County of \_\_\_\_\_ as follows:

DATE FILED	RECORDER'S NUMBER
------------	-------------------

WHEREAS, the liens of the United States for said taxes have attached to certain property described as follows:

WHEREAS, the above described property was sold on \_\_\_\_\_ at \_\_\_\_\_, at public auction to satisfy a \_\_\_\_\_ Deed of Trust held by \_\_\_\_\_

WHEREAS, the successful bidder at this auction was \_\_\_\_\_

NOW, THEREFORE, I, the District Director of Internal Revenue Service at \_\_\_\_\_ for and in consideration of the sum of \$ \_\_\_\_\_ the receipt of which is hereby acknowledged, do hereby release unto \_\_\_\_\_, the right to redeem granted to the Secretary or his delegate within the period of 120 days from the date of such sale under Section 7425(d)(1) of the Internal Revenue Code of 1954, saving and reserving, however, the force and effect of the foregoing tax lien(s) against and upon all other property and rights to property to which said lien(s) is (are) attached, wherever situated.

WITNESS MY HAND at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_\_

\_\_\_\_\_  
 District Director of Internal Revenue

**TITLE** REVERSION TO ACREAGE - MAP \*

**PURPOSE** To delineate the boundaries of property reverting from subdivided parcels to a single parcel or being subdivided into new parcels

**REQUIREMENTS**

1. Drawing and certificates must be legible and in permanent black ink or printed or reproduced using permanent black ink on tracing cloth or polyester base film
2. 18" x 26" in size with minimum 1" margin
3. Name(s) of owner(s)
4. Certificate of approval of governing body
5. Signature(s) of owner(s)
6. Signature(s) acknowledged
7. Evidence of ownership (title guarantee)

**FEES** Map filing fee

**LEGAL REFERENCES** Govt - 66499.20-1/4, 66499.20 1/2 (resubdivision) 66445 (form)

**COMMENTS** \* A court ordered new map may be recorded pursuant to GC 66499.20 which revises the boundaries of a recorded map. This map is accompanied by a certified copy of the decree of the superior court.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner	

66499

**OWNERS CERTIFICATE**  
We hereby certify that we are the sole owners of and have the right, title and interest in and to the real property included within the land shown on this map, and we are the only persons whose consent is necessary to approve the making of the said map of the land shown on the reverse hereof.

**SURVEYORS CERTIFICATE**  
This map was prepared by me or under my direction and was compiled from record data in accordance with the requirements of the Subdivision Map Act and local ordinances of the county of \_\_\_\_\_  
Surveyor L. S. No. \_\_\_\_\_  
Filed for record this \_\_\_\_\_ day of \_\_\_\_\_ 19\_\_\_\_ at \_\_\_\_\_ in Book \_\_\_\_\_ of Maps of Page \_\_\_\_\_  
County Records

**COUNTY SURVEYORS CERTIFICATE**  
This map was prepared in accordance with the requirements of the Subdivision Map Act and local ordinances  
County Surveyor \_\_\_\_\_

**REVERSION TO ACREAGE OF PARCEL MAP NO. \_\_\_\_\_**

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR ON MAP

**TITLE**  
**CERTIFICATE OF REDEMPTION - FORECLOSURE**

**PURPOSE**  
 To evidence the redemption of property from a  
 foreclosure sale

**REQUIREMENTS**

1. Name(s) of redemptioner(s) (owner)
2. Description / identification of real property
3. Signature of levying officer \*
4. Signature acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CCP - 729.080  
 Govt - 27263(indexing), 27282 (ack), 27288.1 (names of parties)

**COMMENTS**  
 \* Usually Sheriff or Marshal

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Levying officer Grantee = Owner, Redemptioner	

86R98

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_  
 STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**CERTIFICATE OF REDEMPTION - FORECLOSURE**

I, \_\_\_\_\_ Deputy Sheriff of the County of \_\_\_\_\_  
 State of California, certify that on \_\_\_\_\_, 20\_\_\_\_,  
 \_\_\_\_\_ paid to me the sum of \$ \_\_\_\_\_ the price paid by  
 the purchaser of the real property hereinafter described, sold by the Sheriff of \_\_\_\_\_  
 County on \_\_\_\_\_, 19\_\_\_\_, under Writ of Execution issued out of the Superior Court  
 of the County of \_\_\_\_\_, State of California, No. \_\_\_\_\_ in the action of  
 \_\_\_\_\_ vs \_\_\_\_\_  
 including \_\_\_\_\_ interest thereon up to the time of redemption, together with the amount of all taxes  
 and assessments paid by the purchaser on said property, after said purchase, and interest thereon; that I have  
 granted and executed to said \_\_\_\_\_ and that this is my Certifi-  
 cate of Redemption of said property, in conformity with the statute in such case made and provided.

The premises so redeemed, or intended to be redeemed, are described as follows

In Witness Whereof, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_



\_\_\_\_\_  
 County Sheriff

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**CANCELLATION OF TAX DEED TO PURCHASER  
 OF TAX-DEFAULTED PROPERTY - BAD CHECK**

**PURPOSE**  
 To evidence the cancellation of a deed to the purchaser of tax-defaulted property by the Tax Collector because the check for the purchase price was not honored by the bank

**REQUIREMENTS**

1. Name(s) of the purchaser(s)
2. Name(s) of defaulted taxpayer(s)
3. Recording reference to tax deed
4. Signature of Tax Collector
5. Signature acknowledged

**FEES** Free

**LEGAL REFERENCES**  
 R & T - 2509  
 Govt - 27333(indexing)\*, 27288.1 (names of parties), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Purchaser, Tax Collector* Grantee = Taxpayer	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CANCELLATION OF TAX DEED TO PURCHASER OF  
 TAX - DEFAULTED PROPERTY**

which was declared tax - defaulted for fiscal year  
 20\_\_\_\_ - 20\_\_\_\_ under Default Number \_\_\_\_\_

Assessor's Parcel Number \_\_\_\_\_

On file in the office of the Tax Collector of \_\_\_\_\_  
 County is a cancellation of the sale dated \_\_\_\_\_ attesting to the fact that payment of the purchase price by negotiable paper for said property, which was sold in accordance with the provisions of Chapter \_\_\_\_\_ of Part 6 of Division 1 of the Revenue and Taxation Code, was not honored on presentation \_\_\_\_\_

Therefore in accordance with Section 2509 of the Revenue and Taxation Code, I, the undersigned tax collector do hereby cancel the Tax Deed to Purchaser of Tax Defaulted Property recorded under instrument Number \_\_\_\_\_ in Volume \_\_\_\_\_ at Page \_\_\_\_\_ Official \_\_\_\_\_ Records of said county. \_\_\_\_\_

\_\_\_\_\_  
 Tax Collector



APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**CANCELLATION OF RESCISSION OF NOTICE - BAD CHECK**

**PURPOSE**  
 To evidence the cancellation of a Rescission of Notice of Power to Sell Tax Defaulted Property because the check for redemption was not honored by the bank

**REQUIREMENTS**

1. Name(s) of taxpayer(s)
2. Recording reference to rescission
3. Signature of Tax Collector
4. Signature acknowledged

**FEES**  
 Free

**LEGAL REFERENCES**  
 R & T - 2509  
 Govt - 27288.1 (names of parties), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Taxpayer Grantor = Tax collector	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CANCELLATION OF RESCISSION OF NOTICE**

which was issued to remove the lien of taxes for fiscal year 19\_\_ - 19\_\_ from the public record, shown as Default Number \_\_\_\_\_

Assessor's Parcel Number \_\_\_\_\_

On file in the office of the Tax Collector of \_\_\_\_\_ County is a cancellation of a Certificate of Redemption dated \_\_\_\_\_ attesting to the fact that the payment of the property taxes by negotiable paper was not honored upon presentation.

Therefore in accordance with Section 2509 of the Revenue and Taxation Code, I, the undersigned tax collector, do hereby cancel that Rescission of Notice of Power to Sell Tax - Defaulted Property recorded under Instrument Number \_\_\_\_\_ in Volume \_\_\_\_\_ at Page \_\_\_\_\_, Official Records of said county.

\_\_\_\_\_  
 Tax Collector

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
REVOCATION / CANCELLATION OF PREMARITAL AGREEMENT

**PURPOSE**  
To evidence the revocation or cancellation  
of a premarital agreement

**REQUIREMENTS**

1. Names of parties
2. Recording reference to premarital agreement
4. Signatures of parties
5. Signatures acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
FC - 1614  
Govt - 27287 (ack), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Parties signing	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDED USE ONLY

**REVOCATION OF PREMARITAL AGREEMENT**

I / we \_\_\_\_\_, hereby revoke in its entirety the premarital agreement dated \_\_\_\_\_, 19\_\_\_\_ and recorded in the Official Records of \_\_\_\_\_ County, California on \_\_\_\_\_, 19\_\_\_\_ in Book \_\_\_\_\_ at Page \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_

Agreeing Parties

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>APPLICATION FOR AND RENEWAL OF JUDGMENT</b>
<b>PURPOSE</b>	To evidence the extension of a Judgment
<b>REQUIREMENTS</b>	<p>Certified copy issued by a California State or Federal District Court</p> <ol style="list-style-type: none"> <li>1. Name(s) of judgment debtor(s)</li> <li>2. Recording reference to Abstract of Judgment</li> <li>3. Name(s) of creditor(s)</li> </ol>
<b>FEES</b>	Regular fee plus lien fee* if applicable
<b>LEGAL REFERENCES</b>	CCP - 683.180, GC - 27361.6(rec. ref.)
<b>COMMENTS</b>	Lien notification optional effective 9/29/2004, AB 2853, Chapter 889 Do not record the "Notice of Renewal"
<b>LOCAL USE</b>	
<b>INDEX</b>	<b>ORDINANCES / OPINIONS</b>
Grantor = Debtor Grantee = Creditor	

<b>ATTORNEY OR PARTY WITHOUT ATTORNEY</b>	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS MAILING ADDRESS CITY AND ZIP CODE BRANCH NAME	
<b>MATTER OF:</b>	
<b>APPLICATION FOR AND RENEWAL OF JUDGMENT</b>	
	<b>FOR RECORDERS USE ONLY</b>

**APPLICATION FOR AND RENEWAL OF JUDGMENT**  
is a form prescribed by the Judicial Council of the State of California

This form may be purchased from the  
Office of the Clerk of the Superior Court or  
Office of the County Clerk / Clerk of the Superior Court

This form may also be available from the following sources:

- Local legal newspaper services
- Local law libraries
- Judicial Council of the State of California

**TITLE**  
**REVOCATION / RESCISSION OF CERTIFICATE  
 OF RELEASE OF FEDERAL TAX LIEN**

**PURPOSE**  
 To evidence the reinstatement of a Federal Tax Lien  
 released in error

**REQUIREMENTS**

1. Name(s) of taxpayer(s)
2. Recording reference to release of tax lien
3. Signature of authorized federal agent

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CCP - 2103(indexing), 2104 (fee), Govt - 27361.6; 27210(b)2(rec. ref)

**COMMENTS**

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor = Taxpayer Grantee = Internal Revenue Service	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

MAIL ABOVE THIS LINE FOR RECORDER'S USE ONLY

**REVOCATION OF CERTIFICATE OF RELEASE  
 OF FEDERAL TAX LIEN**

I certify that I am the appointed and qualified District Director of Internal Revenue charged with the duty of collecting and enforcing the collection of internal revenue taxes due the United States. I also certify that a certificate of release has been erroneously issued for the Federal tax lien on all property and rights to property belonging to \_\_\_\_\_ based on an assessment of \_\_\_\_\_ taxes for the period \_\_\_\_\_.

Notice of lien in the sum of \$ \_\_\_\_\_ was filed on \_\_\_\_\_, 20\_\_\_\_ with the \_\_\_\_\_ County Recorder, State of California, Recorder's Series No. \_\_\_\_\_ as provided by Section 6323 of the Internal Revenue Code.

The certificate of release identified above is revoked in accordance with the provisions of Section 6325(f)(2) of the Internal Revenue Code, and the lien for those taxes is reinstated as provided by law.

Witness by hand at \_\_\_\_\_, State of California, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
 District Director of Internal Revenue

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**IRREVOCABLE OFFER OF DEDICATION**

**PURPOSE**  
 To evidence the offer of real property to a local government for street, curb, gutter, sidewalk, drainage, sewer, water or public utility purposes

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Name of local government
3. Description / identification of real property
4. Signature(s) of owner(s)
5. Signature(s) acknowledged

**FEES**  
 Free

**LEGAL REFERENCES**  
 Govt - 7050

**COMMENTS**  
 May be accepted by governmental agency at any time

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

(SPACE ABOVE THIS LINE FOR RECORDERS' USE ONLY)

**IRREVOCABLE OFFER OF DEDICATION**

The undersigned owners of the property herein described, do hereby offer for dedication to the City / County of \_\_\_\_\_ a political subdivision of the State of California, the following described land for the purpose of \_\_\_\_\_  
 The real property herein offered for dedication is described as \_\_\_\_\_

It is understood that this offer of dedication shall remain in effect until the City / County accepts or rejects said offer by resolution.

Dated: \_\_\_\_\_  
 \_\_\_\_\_  
 Owner(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** RESCISSION / CANCELLATION OF REQUEST FOR NOTICE OF DEFAULT

**PURPOSE** To evidence the rescission of a previously recorded Request for Notice of Default

**REQUIREMENTS**

1. Identification of Deed of Trust
  - a. Name(s) of trustor(s)
  - b. Recorder's reference to Deed of Trust
2. Signature of person requesting rescission

**FEES** Regular

**LEGAL REFERENCES** Govt - 27280, 27288.1 (names)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Trustor, Mailee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS' USE ONLY

**RESCISSION OF REQUEST FOR NOTICE OF DEFAULT**

WHEREAS, a Request for Notice of Default was recorded on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, in the office of the Recorder of the County of \_\_\_\_\_, State of California under Recorder's Series No. \_\_\_\_\_, relating to that certain deed of trust executed by \_\_\_\_\_ as trustor and recorded in the office of the Recorder of the County of \_\_\_\_\_, State of California, under Recorder's Series No. \_\_\_\_\_ and \_\_\_\_\_

WHEREAS, the undersigned desires to withdraw and rescind said Request for Notice of Default, NOW, THEREFORE, the undersigned does hereby rescind, cancel and withdraw said Request for Notice of Default.

IN WITNESS WHEREOF, the undersigned executed these presents this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Dated: \_\_\_\_\_ Rescinding Party(ies)

**TITLE**  
**DELINQUENT TAX NOTICE**

**PURPOSE**  
 To evidence the publication in a newspaper of the list of delinquent taxpayers and the notice of power to sell real property for delinquent taxes

**REQUIREMENTS**

1. Affidavit by the Tax Collector
2. Copy of publication
3. Signature of Tax Collector
4. Verification

**FEES**  
 Free

**LEGAL REFERENCES**  
 R & T - 3374  
 CCP 2003 (oath), 2015.5 (unsworn statement)

**COMMENTS**  
 This is a file document that must be retained by the Recorder for seven (7) years

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**DELINQUENT TAX NOTICE**

AFFIDAVIT - RE: DELINQUENT TAX NOTICE OF INTENT TO DEED AND INTENT TO SELL REAL PROPERTY TO THE STATE OF CALIFORNIA ( R&T CODE SEC.3351-3366 )

I, \_\_\_\_\_, hereby certify as follows

That I am, an was at all times and dates in this affidavit mentioned, the duly qualified and elected Tax Collector of the County of \_\_\_\_\_, State of California, \_\_\_\_\_

That this affidavit is affixed to a true copy of the publication of the Delinquent Tax Notice of Intent to Deed and Intent to Sell Real Property of said County of \_\_\_\_\_

That the manner of publication was in the form of a printed notice appearing in the \_\_\_\_\_ a newspaper of general circulation published in the City of \_\_\_\_\_, County of \_\_\_\_\_, on the following named days and dates to wit \_\_\_\_\_

Dated \_\_\_\_\_ Tax Collector \_\_\_\_\_

APPROPRIATE VERIFICATION SHOULD APPEAR HERE

**TITLE**  
**CERTIFICATE OF COMPLIANCE**

**PURPOSE**  
 To evidence the fact that a parcel of real property meets with state and local provisions for the division of land

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Statement that property complies with provisions
3. Description / identification of real property
4. Signature of local agency official
5. Signature acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 66499.35(a)(b), 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency Grantee = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CERTIFICATE OF COMPLIANCE**

The County of \_\_\_\_\_, based on the information available at this time, has determined that the real property described below has been divided or has resulted from a division in compliance with the Subdivision Map Act and provision of the County of \_\_\_\_\_ Subdivision Ordinance or prior law regulating divisions of land or was created prior to the adoption of applicable law.

Property Owner(s) of Record :

Assessor's Parcel Number :

Recording Number :

Findings of fact :

\_\_\_\_\_ This parcel was legally created as lot \_\_\_\_\_ block \_\_\_\_\_ as shown on the subdivision map entitled \_\_\_\_\_

\_\_\_\_\_ This parcel is a legal parcel as it resulted from a division of the land prior to March 1, 1967 in which fewer than five parcels were created.

Other \_\_\_\_\_

This certificate will allow the Planning Department to give planning approval for building permits. The applicant is subject to all other County regulations, particularly those of the Public Health Department including septic systems.

Dated : \_\_\_\_\_ Local agency official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
 NOTICE OF WITHDRAWAL OF LIS PENDENS

**PURPOSE**  
 To evidence the withdrawal of a notice of a pending court action which concerns or affects the title or the right of possession of real property

**REQUIREMENTS**

1. Name(s) of plaintiff(s) and defendant(s)
2. Recording reference to notice being withdrawn
3. Signature of party giving notice of withdrawal
4. Signature acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CCP - 405.50

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Plaintiff Grantee = Defendant	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**SUPERIOR COURT OF THE STATE OF CALIFORNIA  
 IN AND FOR THE COUNTY OF \_\_\_\_\_**

Plaintiff \_\_\_\_\_ )  
 )  
 vs \_\_\_\_\_ )  
 )  
 Defendants \_\_\_\_\_ )

Case No. \_\_\_\_\_

**NOTICE OF WITHDRAWAL OF  
 LIS PENDENS**

PLEASE TAKE NOTE that \_\_\_\_\_, the above named plaintiff, withdraws the notice of lis pendens against \_\_\_\_\_, the above named defendant, recorded as part of this action on \_\_\_\_\_, 20\_\_\_\_, as Instrument No. \_\_\_\_\_ in the official records of \_\_\_\_\_ County, State of California, so that it does not constitute constructive or actual notice of any of the matters contained in it, or of any matters pertaining to this action, or create any duty of inquiry in any person dealing with the real property described in attached exhibit "A" after the date of the recording of this notice of withdrawal.

\_\_\_\_\_  
 Noticing party

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** RELEASE OF NOTICE OF ASSESSMENT LIEN

**PURPOSE**  
To evidence the release of a previously recorded notice of assessment by a homeowners association

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Statement of the release of the lien
3. Recording reference to notice of assessment
4. Signature of association officer
5. Signature acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
CC - 1367, Govt 27287(ack), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Association / Public Agency Grantee = Owner	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

### RELEASE OF NOTICE OF ASSESSMENT LIEN

\_\_\_\_\_ Homeowners Association hereby rescinds and releases that certain Notice of Assessment Lien regarding the delinquent payment due said Association which notice was recorded on \_\_\_\_\_, 19\_\_\_\_ in the Official Records of \_\_\_\_\_ County as Instrument No. \_\_\_\_\_

The purpose of this release is to give constructive notice that the obligation secured by said Notice of Assessment Lien has been satisfied.

This release affects the real property known as \_\_\_\_\_

This release releases \_\_\_\_\_ from delinquency.

Dated: \_\_\_\_\_ Association officer

SAVED

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE



**TITLE** CERTIFICATE OF CANCELLATION  
OF AGRICULTURAL PRESERVE CONTRACT

**PURPOSE** To evidence the cancellation of an existing agricultural preserve contract and to create a lien against the property if any cancellation fees are unpaid

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Amount of the cancellation fee
3. Recording reference to contract
4. Description / identification of real property
5. Signature of local agency official
6. Signature acknowledged

**FEES** Free

**LEGAL REFERENCES**  
Govt - 51283.3, 27287(ack), 27361.6(rec. ref)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

\_\_\_\_\_  
SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CERTIFICATE OF CANCELLATION OF AGRICULTURAL PRESERVE CONTRACT**

WHEREAS, \_\_\_\_\_, owner of the property described herein, gave written notice of the cancellation of the Land Conservation Contract entered into between said owner and the County of \_\_\_\_\_, and

WHEREAS, the amount of the cancellation fee as set forth in the Land Conservation Contract executed by \_\_\_\_\_ and recorded on \_\_\_\_\_ 20\_\_\_\_ in the Official Records of the County of \_\_\_\_\_ at Recorder's Number \_\_\_\_\_ is in the amount of \_\_\_\_\_, now

THEREFORE, said Land Conservation Contract is herewith cancelled and a lien is created against the herein described property in the amount of any unpaid cancellation fees.

Property description \_\_\_\_\_

Dated: \_\_\_\_\_ Local agency official \_\_\_\_\_



APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**RELEASE OF CERTIFICATE OF CANCELLATION  
 LIEN (AGRICULTURAL PRESERVE)**

**PURPOSE**  
 To evidence the release of a lien created by  
 cancellation fees owing at the time of the recording  
 of a Certificate of Cancellation

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Recording reference to lien
3. Description / identification of real property
4. Signature of local agency official
5. Signature acknowledged

**FEES**  
 Free

**LEGAL REFERENCES**  
 Govt - 51283.3, 27287(ack), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency Grantee = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**RELEASE OF CERTIFICATE OF CANCELLATION  
 LIEN - AGRICULTURAL PRESERVE**

WHEREAS, a lien was created by the County of \_\_\_\_\_, State of California  
 against \_\_\_\_\_ owner of the property described in Exhibit "A" for  
 cancellation fees in connection with the cancellation of a Land Conservation Contract, and

WHEREAS, such lien was recorded in the Official Records of the County of  
 State of California, Recorder No. \_\_\_\_\_ and

WHEREAS, such cancellation fees have been paid in full, now

THEREFORE, such lien is hereby released and discharged against  
 owner of the herein described property.

Dated: \_\_\_\_\_  
 \_\_\_\_\_  
 Local agency official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** ACCEPTANCE OF IRREVOCABLE OFFER OF DEDICATION

**PURPOSE** To evidence the acceptance of an irrevocable offer of dedication by a city or county

**REQUIREMENTS**

1. Name of city / county
2. Description / identification of real property
3. Name(s) of owner(s)
4. Signature of city / county official
5. Signature acknowledged

**FEES** Free

**LEGAL REFERENCES** Govt - 7050, 27287 (ack)

**COMMENTS** This document may be in the form of a resolution.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**ACCEPTANCE OF IRREVOCABLE OFFER OF DEDICATION**

WHEREAS, \_\_\_\_\_ as owners, have made an Irrevocable Offer of Dedication of the following described property \_\_\_\_\_

AND, WHEREAS, such offer is for the purpose of \_\_\_\_\_

AND, WHEREAS the City / County of \_\_\_\_\_ State of California intend to use the above described property for the purposes herein described

NOW, THEREFORE, the Board of Supervisors / City Council of the City / County of \_\_\_\_\_ State of California hereby accepts the Irrevocable Offer of Dedication from \_\_\_\_\_ and authorizes the Clerk of the Board / City Clerk to execute this acceptance.

Dated: \_\_\_\_\_ City Clerk / Clerk of the Board

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** ABANDONMENT OF RIGHT OF ACCEPTANCE OF IRREVOCABLE OFFER OF DEDICATION

**PURPOSE** To evidence the abandonment of the right of acceptance of an irrevocable offer of dedication by a city or county

**REQUIREMENTS**

1. Name of city / county
2. Description / identification of real property
3. Name(s) of owner(s)
4. Signature of city / county official
5. Signature acknowledged

**FEES** Free

**LEGAL REFERENCES** Govt - 7050, 27287 (ack)

**COMMENTS** This document may come in the form of a resolution.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency Grantee = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS ETC. ONLY

**ABANDONMENT OF RIGHT OF ACCEPTANCE OF IRREVOCABLE OFFER OF DEDICATION**

WHEREAS, \_\_\_\_\_, as owners have made an Irrevocable Offer of Dedication of the following described property

AND, WHEREAS, such offer is for the purpose of \_\_\_\_\_

AND, WHEREAS, the City / County of \_\_\_\_\_ State of California, does not require or intend to use the above described property for the purpose herein described or for any other purpose.

NOW, THEREFORE the City Council / Board of Supervisors of the City / County of State of California does hereby abandon and vacate its right to the above described property and instructs the Clerk of the Board / City Clerk to execute this abandonment.

Dated \_\_\_\_\_ City Clerk / Clerk of the Board



APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**ASSUMPTION AGREEMENT, RELEASE AND MODIFICATION OF  
 ADJUSTABLE NOTE AND DEED OF TRUST**

**PURPOSE**  
 To evidence the transfer of the obligation on a deed of trust  
 from one owner to another owner

**REQUIREMENTS**

1. Name(s) of new trustor(s)
2. Name(s) of beneficiary(ies)
3. Recording reference to deed of trust
4. Description / identification of real property
5. Signature(s) of new trustor(s)
6. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 27280, 27287(ack), 27288.1(parties affected), 27361.6(rec. ref)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Assuming party Grantee = Beneficiary, Owner / trustor	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SCALE ABOVE THIS LINE FOR RECORDERS USE ONLY

**ASSUMPTION AGREEMENT, RELEASE AND MODIFICATION  
 OF ADJUSTABLE NOTE AND DEED OF TRUST**

This Assumption Agreement, Release of Seller and Modification of Note and Deed of Trust (the agreement) is made and entered into as of this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by and among \_\_\_\_\_ (the "Seller"), and \_\_\_\_\_ (the "Buyer") and \_\_\_\_\_ (the "Lender"), with reference to the following facts

A. There is presently owing to Lender an indebtedness evidenced by that certain promissory note, dated \_\_\_\_\_, (the "Note"), which Note was executed by \_\_\_\_\_ in favor of \_\_\_\_\_ in the principal sum of \_\_\_\_\_ dollars.

B. The Note is secured by that certain deed of trust dated \_\_\_\_\_, executed by \_\_\_\_\_ as trustor, in which Lender is the beneficiary and \_\_\_\_\_ is named as trustee, and recorded on \_\_\_\_\_ in Book \_\_\_\_\_ at Page \_\_\_\_\_ Instrument No. \_\_\_\_\_ Official Records of \_\_\_\_\_ County State of California (the "Deed of Trust").

C. Seller has sold, transferred or conveyed (or is about to sell, transfer or convey) to Buyer all of Seller's right, title and interest in and to the property described in the Deed of Trust (the "Property"). In connection therewith, Buyer desires to assume the obligations represented by the Note and the Deed of Trust, both as modified by this Agreement, and both Seller and Buyer have requested Lender to release and discharge Seller from any and all further liability on the Note and Deed of Trust.

NOW, THEREFORE, the parties hereto agree as follows:

Seller and Buyer expressly agree to be bound by all the terms and conditions set forth (1) in this agreement (2) in the Note, as modified and amended by the Agreement, and (3) in the Deed of Trust, as modified by this agreement

Dated: \_\_\_\_\_  
 \_\_\_\_\_  
 New trustors

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
 NOTICE OF INTENT TO PRESERVE INTEREST

**PURPOSE**  
 To evidence a claim of intention to preserve an interest  
 in real property

**REQUIREMENTS**

1. Name(s) of claimant(s)
2. Mailing address(es) of claimant(s)
3. Statement as to character of interest claimed including recording reference to document that creates interest
4. Description / identification of real property
5. Signature(s) of claimant(s)
6. Verification
7. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 880.320, 880.330, 880.340 (form), 880.350 (indexing)  
 CCP - 2003 (oath), 2015.5 (unsworn statement)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = All Claimants	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF INTENT TO PRESERVE AN INTEREST**

This notice is intended to preserve an interest in real property from extinguishment pursuant to Section 880.320 et seq of the Civil Code of the State of California.

I, \_\_\_\_\_, as claimant, claim the following described interest in real property \_\_\_\_\_

The above described interest is claimed based on that certain \_\_\_\_\_ recorded on \_\_\_\_\_, 20\_\_ in the Office of the County Recorder of \_\_\_\_\_ County, State of California as Recorder's No. \_\_\_\_\_

The real property upon which the above described interest is claimed is described as follows

I assert under penalty of perjury that this notice is not recorded for the purpose of slandering title to real property and I am informed and believe that the information contained in this notice is true.

Dated: \_\_\_\_\_

\_\_\_\_\_  
 Claimant

\_\_\_\_\_  
 Address

APPROPRIATE ACKNOWLEDGMENT AND VERIFICATION SHOULD APPEAR HERE

**TITLE**  
REVOCATION / RESCISSION OF DEED

**PURPOSE**  
To evidence the exercise of the right of revocation reserved  
in a recorded deed

**REQUIREMENTS**

1. Name(s) of party(ies) revoking
2. Name(s) of party(ies) being revoked
3. Recording reference to deed
4. Signature(s) of party(ies) revoking
5. Signature(s) acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
Civil - 1229  
Govt - 27280, 27288(parties affected), 27287(ack), 27361.6(rec. ref.)

**COMMENTS**  
This document may include a grant to new party(ies)  
and then would need "Deed" requirements (see page 34)

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor = Party revoked Grantee = Party revoking or Acquiring	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE AND ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**REVOCATION OF DEED**

I, \_\_\_\_\_, having executed a deed to \_\_\_\_\_, dated \_\_\_\_\_, 20\_\_\_\_, and recorded \_\_\_\_\_, 20\_\_\_\_, in Book \_\_\_\_\_ Page \_\_\_\_\_ in the Official Records of the County Recorder of the County of \_\_\_\_\_ and in which deed the said grantor reserved the right to revoke said deed by an instrument in writing, duly acknowledged and recorded, the undersigned grantor does hereby revoke said deed and declare that henceforth said deed shall not have any further force and effect having been revoked by this instrument, executed, acknowledged and recorded.

Dated: \_\_\_\_\_ Party(ies) revoking \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**NOTICE OF RECISSION BY EQUITY OWNER**

**PURPOSE**  
 To evidence that a transaction made prior to a foreclosure may be invalid

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Name(s) of equity purchaser(s)
3. Recording reference to document being rescinded
4. Description / identification of real property
5. Signature(s) of owner(s)
6. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 1695.14, Govt - 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner, Purchaser	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF RECISSION BY EQUITY OWNER**

Notice is hereby given pursuant to Civil Code Section 1695.14 to the equity purchaser(s) of the property described as follows :

I/We, the undersigned, as owner(s) of the above described property hereby give notice that the home equity sales contract executed prior to foreclosure in which \_\_\_\_\_ were the equity purchaser(s) is hereby rescinded. The contract is voidable and in violation of Civil Code Section 1695.13

We hereby offer to restore to said purchaser(s) anything of value which we may have received from them on condition that they will restore to us full title to the above described property.

Dated : \_\_\_\_\_ Owner(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** ACKNOWLEDGMENT OF SUBSTITUTED EASEMENT AND ACCEPTANCE THEREOF

**PURPOSE** To evidence an abandonment of an existing easement and an acceptance of a substituted easement

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Signature(s) of owner(s)
4. Signature(s) acknowledged

**FEES** Regular

**LEGAL REFERENCES** Govt - 27280; 27287 (ack), 27288.1 (names of parties)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**ACKNOWLEDGMENT OF SUBSTITUTED EASEMENT AND ACCEPTANCE THEREOF**

KNOW ALL MEN BY THESE PRESENTS

That the undersigned, \_\_\_\_\_ being purchaser(s) of the following described property :

do hereby acknowledge notice of the abandonment of the following described easement :

and the substitution of the following described easement :

and, we do by execution of this instrument, relinquish and abandon any private interest rights or easement over and across the original easement, and hereby do accept in lieu thereof, the substituted easement described above.

We further certify we have been furnished with a description of the property and a copy of a plat showing the location of the original easement and the location of the substituted easement.

IN WITNESS WHEREOF, we have executed this document this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Owner(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	CERTIFICATE / REPORT OF BIRTH / DEATH ABROAD OF U.S. CITIZEN
--------------	--

<b>PURPOSE</b>	To evidence the birth or death of a citizen outside the United States
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name of child / decedent</li> <li>2. Date of birth / death</li> <li>3. Certificate of birth / death or of birth / death data by an agency of the U.S. government</li> <li>4. Last permanent county of residence in California of one or both parents / decedent</li> </ol>
---------------------	--

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	H & S - 103500, 103505 (index)
-------------------------	--------------------------------

<b>COMMENTS</b>	To be indexed in the Official Records and the Recorder's birth / death index in the year of occurrence.
-----------------	---

<b>LOCAL USE</b>	
<b>INDEX</b>	<b>ORDINANCES / OPINIONS</b>
Grantor = Child or decedent	

<b>DEPARTMENT OF STATE REPORT OF BIRTH ABROAD OF A CITIZEN OF THE UNITED STATES OF AMERICA</b>		PLACE OF REPORT
		DATE OF REPORT
NAME OF CHILD IN FULL		SEX ___ MALE ___ FEMALE
DATE OF BIRTH	HOUR	PLACE OF BIRTH IN FULL
THE FOLLOWING ITEMS MUST BE COMPLETED BY BOTH FATHER AND MOTHER		
FATHER	ITEM	MOTHER
	FULL NAME	
	DATE OF BIRTH	
	PLACE OF BIRTH	
	PRESENT ADDRESS	
	ADDRESS IN UNITED STATES	
	EVIDENCE OF US CITIZENSHIP	
	PRECISE PERIODS OF PHYSICAL PRESENCE IN US	
	PRECISE PERIODS ABROAD IN US ARMED FORCES OR OTHER GOVERNMENT EMPLOYMENT	
	PREVIOUS MARRIAGES SHOW DATE AND MANNER OF TERMINATION	
DATE AND PLACE OF PRESENT MARRIAGE		
SIGNATURE OF PARENT, PHYSICIAN OR OTHER PERSON		ADDRESS
THIS SECTION TO BE COMPLETED BY CONSULAR OFFICER, NOTARY PUBLIC OR OTHER PERSON QUALIFIED TO ADMINISTER OATH		
Subscribed and sworn to before me this _____ day of _____, 19 _____		
Title of officer administering oath (seal)	Signature of officer	
This report completed at _____ on _____, 20 _____		
The information furnished by _____ and supported by the documents listed below. This report has been transmitted to the Department of State at Washington D. C. for filing in the archives of the Department. A signed copy has been issued to the Department.		
Documents presented _____		
(seal) _____ Signature and Title of Consular Officer		

<b>TITLE</b>	COUNTY UNSECURED PROPERTY TAX JUDGMENT
--------------	--

<b>PURPOSE</b>	To evidence a judgment for non-payment of unsecured property taxes
----------------	--

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of taxpayer(s)</li> <li>2. Amount of judgment</li> <li>3. Signature of Tax Collector</li> <li>4. Signature of Clerk of the Court</li> <li>5. Seal of the Court</li> </ol>
---------------------	---

<b>FEES</b>	Free
-------------	------

<b>LEGAL REFERENCES</b>	R & T - 3103 Govt - 27288.1 (names of parties) CC - 1193 (seal)
-------------------------	---

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Taxpayer Grantee = Public Agency	

Recording requested by and return to	FOR RECORDERS USE ONLY
County Clerk Street Address Mailing Address City and Zip Code	
PLAINTIFF DEFENDANT	
COUNTY UNSECURED PROPERTY TAX JUDGMENT	Assessment no.

1. The undersigned Tax Collector applies for a judgment in the amount of the penalty, or interest that remains unpaid at the time of the request of this request and hereby certifies to the following:

- a. The notice of intent was sent by registered mail to the assessee's last known address not less than 10 days prior to the date of filing herein
- b. The county has complied with all the provisions of Part 5 of Division 1 of the Revenue and Taxation Code
- c. The ASSESSEE'S name and address is

d. The Assessee's Social Security number is

e. The amount for which the judgment is sought is \$

Information regarding additional assessee is shown on the reverse

Date: \_\_\_\_\_

\_\_\_\_\_  
Tax Collectors Signature

2. I certify that the following is a true and correct abstract of the judgment entered in the office of the County Clerk

3. In favor of the county of

4. Judgment debtor

SEAL
------

by \_\_\_\_\_  
County Clerk

This abstract issued on \_\_\_\_\_

**TITLE** WAIVER

**PURPOSE**  
To evidence the waiver of any present / future claim on real property

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Signature(s) of party(ies) waiving
4. Signature(s) acknowledged

**FEES** Regular

**LEGAL REFERENCES**  
Govt - 27280, 27288.1 (names of parties), 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Party waiving Grantee = Debtor	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDED USE ONLY

**WAIVER**

We, the undersigned, do hereby waive, release and relinquish all rights of first refusal for the purchase of the following described property

Such right of refusal having been given in the Agreement made between \_\_\_\_\_ and \_\_\_\_\_, recorded on \_\_\_\_\_, 20\_\_\_\_, in Book \_\_\_\_\_ at Page \_\_\_\_\_ in the Official Records of the County of \_\_\_\_\_ California \_\_\_\_\_

Dated: \_\_\_\_\_ Party(ies) waiving \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**RELEASE FROM / SUBORDINATION OF JUDGMENT LIEN**

**PURPOSE**  
 To evidence the release by a judgment creditor of a judgment lien from all or part of the real property subject to the lien

- REQUIREMENTS**
1. Name(s) of debtor(s)
  2. Name(s) and address(es) of creditor(s)
  3. Reference to recorded judgment
  4. Description / identification of real property
  5. Name of court and case number
  6. Date of entry of judgment
  7. Name(s) of party(ies) to whom judgment is subordinated, if applicable
  8. Signature(s) of creditor(s)
  9. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CCP - 697.370  
 Govt - 272B7 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Creditor Grantee = Debtor	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**RELEASE FROM JUDGMENT LIEN**

Name of judgment debtor : \_\_\_\_\_  
 Name of judgment creditor : \_\_\_\_\_

An abstract of Judgment has been recorded as follows .

County	Date of Recording	Document Number
--------	-------------------	-----------------

The property described below is hereby released from the above mentioned abstract of judgment and the judgment debtor named above is released as to the real property described herein .

Dated \_\_\_\_\_ Judgment Creditor \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** REMOVAL OF INVALID LIEN

**PURPOSE** To evidence the removal of a tax lien that was recorded in error by a local public entity

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Return mailing address of owner(s)
3. Recording reference to tax lien
4. Statement regarding the erroneous filing
5. Signature of tax collector

**FEES** Free

**LEGAL REFERENCES**  
 CC - 2931a  
 R & T - 2196, Govt - 27361.6(rec. ref.)

**COMMENTS**  
 Recorder is required to mail the original document back to the property owner.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency Grantee = Owner	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE & ZIP \_\_\_\_\_

---

SPACE BELOW THIS LINE FOR RECORDERS USE ONLY

**REMOVAL OF INVALID LIEN**

Tax Collector's Office  
 County of \_\_\_\_\_ State of California

I \_\_\_\_\_, Tax Collector of the County of \_\_\_\_\_, State of California do hereby remise, release and discharge all personal and real property from the lien imposed thereon by the filing and recording of that certain Certificate of Lien, Number \_\_\_\_\_, in Volume \_\_\_\_\_, at Page \_\_\_\_\_, Official Records of the County of \_\_\_\_\_, for unpaid, unsecured property taxes and penalties due from:

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Fiscal year: \_\_\_\_\_ Tax Bill Number: \_\_\_\_\_

This document is being recorded at the request of and for the benefit of the \_\_\_\_\_ County Tax Collector, due to administrative error.

Dated \_\_\_\_\_ Tax Collector \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** NOTICE OF STATE GIFT TAX LIEN

**PURPOSE** To evidence a lien against a taxpayer for non-payment of gift taxes

**REQUIREMENTS**

1. Name(s) of taxpayer(s)
2. Address(es) of taxpayer(s)
3. Name of agency giving notice of lien
4. Amount of unpaid tax
5. Statement that unpaid tax is a lien on all real or personal property and rights to property including after acquired property, and rights to property belonging to the taxpayer
6. Statement that the agency has complied with all provisions of applicable law for determining and assessing the tax
7. Signature of agency official

**FEES** Free

**LEGAL REFERENCES** Govt - 7171

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Taxpayer Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

CONTROLLER OF THE STATE OF CALIFORNIA  
Division of Tax Administration - Gift Tax

**NOTICE OF STATE GIFT TAX LIEN**  
(Filed or recorded pursuant to  
Government Code Section 7171)

The State Controller hereby gives notice that by reason of gift(s)  
from \_\_\_\_\_, Donor \_\_\_\_\_  
to \_\_\_\_\_, Donee, \_\_\_\_\_  
and \_\_\_\_\_, Donee, \_\_\_\_\_  
and \_\_\_\_\_, Donee, \_\_\_\_\_

on \_\_\_\_\_, there is due to the State of California under Revenue and Taxation Code, division 2, Part 9, the following tax, penalties and interest:

Tax	\$ _____
Penalty	_____
Interest to	_____
Costs	_____
<b>TOTAL</b>	<u>_____</u>

Additional interest accrues at the rate of \$ \_\_\_\_\_ per day from \_\_\_\_\_ until such tax, penalty and interest are paid.

The amount specified above shall be a lien upon all real or personal property and rights to such property including all after acquired property and rights to property belonging to the donor and donee(s)

The Controller has complied with all provisions of the Revenue and Taxation Code, Division 2, Part 9 in the computation and levy of the amounts assessed.

Dated: \_\_\_\_\_  
State Controller

<b>TITLE</b>	NOTICE OF REVOCATION OF CONSENT TO USE LAND
--------------	---

<b>PURPOSE</b>	To evidence the notice that a consent to the use of land has been revoked
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of owner(s) revoking consent</li> <li>2. Description / identification of real property</li> <li>3. Recording reference to notice</li> <li>4. Statement of revocation</li> <li>5. Signature(s) of owner(s)</li> <li>6. Signature(s) acknowledged</li> </ol>
---------------------	--

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	CC - 813, Govt - 27287(ack), 27361.6(rec. ref.)
-------------------------	---

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner	

RECORDING REQUESTED BY	
AND WHEN RECORDED MAIL TO	
NAME	
STREET ADDRESS	
CITY & STATE	
ZIP	

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**NOTICE OF REVOCATION OF CONSENT TO USE LAND**

We, \_\_\_\_\_, being the owner(s) of the herein described land hereby revoke permission to use said land upon the recording of this Notice. This Notice of Revocation is recorded pursuant to Section 813 of the Civil Code. Said land is more particularly described as follows

Dated: \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** NOTICE OF LOCATION, COMPLETION, AND CLOSURE  
OF SOLID WASTE DISPOSAL SITE

**PURPOSE**  
To identify and show use of and the termination of  
use of a solid waste disposal site

**REQUIREMENTS**

1. Name(s) of owner(s) / operator(s) of site
2. Description / identification of real property, including map
3. Signature(s) of owner(s) / operator(s)

**FEES** Regular

**LEGAL REFERENCES** Admin - 17735

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Operator	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF LOCATION, COMPLETION AND CLOSURE  
OF SOLID WASTE DISPOSAL SITE**

Notice is hereby given pursuant to Title 14, California Administrative Code, Section 17735 of the location of a solid waste disposal site. Use of the site, commonly known as \_\_\_\_\_ has been discontinued and the applicable Solid Waste Facilities permit will be revised to reflect closure of the site. A detailed description of the location of the site is as follows:

A map showing the boundaries of the disposal site is attached hereto as Exhibit "A" and incorporated by reference into this notice.

Further questions regarding the location and status of the above described disposal site may be directed to:

Executed on behalf of \_\_\_\_\_  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in \_\_\_\_\_  
California.

Dated: \_\_\_\_\_  
Owner(s) / operator(s)

**TITLE**  
 NOTICE OF CANCELLATION - VETERAN'S CONTRACT OF SALE

**PURPOSE**  
 To evidence the cancellation of a contract of sale between the Department of Veterans Affairs of the State of California and a veteran buyer

**REQUIREMENTS**

1. Name of buyer (purchaser under contract of sale)
2. Description / identification of real property
3. Reference to recorded contract of sale
4. Signature of Department of Veterans Affairs agent
5. Signature acknowledged

**FEES**  
 Free

**LEGAL REFERENCES**  
 M & V - 987.77  
 Govt - 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Veteran Grantee = Dept. Veterans Affairs	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF CANCELLATION**

On \_\_\_\_\_, 20\_\_\_\_, the Department of Veterans Affairs of the State of California, as sellers and \_\_\_\_\_ as purchaser, entered into a contract of sale, of that certain real property situated in the County of \_\_\_\_\_ State of California and more particularly described as follows :

Said contract was thereafter recorded on \_\_\_\_\_, 20\_\_\_\_ in the Official Records of said County in Book \_\_\_\_\_, Page \_\_\_\_\_, Recorder's Series No. \_\_\_\_\_

NOTICE IS HEREBY GIVEN that pursuant to the provisions of Article 3, of Chapter 6, of Division 4 of the Military and Veterans Code of the State of California, said contract has been cancelled and the interest of said purchaser, his heirs, successors or assigns has terminated.

Dated \_\_\_\_\_  
 \_\_\_\_\_  
 Department of Veterans Affairs agent

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
NOTICE OF FINAL DESCRIPTION

**PURPOSE**  
To further identify or more specifically identify  
an easement conveyed in a prior recorded document

**REQUIREMENTS**

1. Name(s) of easement owner(s)
2. Description / identification of real property and easement
3. Signature(s) of easement owner(s)

**FEES**  
Regular

**LEGAL REFERENCES**  
Govt - 27280

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF FINAL DESCRIPTION**

\_\_\_\_\_ herein after called **second party**; pursuant to the rights conveyed under that certain grant of easement from \_\_\_\_\_ to \_\_\_\_\_ dated \_\_\_\_\_ and recorded in Book \_\_\_\_\_ at Page \_\_\_\_\_ Official Records of the County Recorder of \_\_\_\_\_ County, State of California, does hereby further define the location of the strips of land referred to in said grant of easement as follows :

By this instrument \_\_\_\_\_ hereby exercises all of its rights granted by said deed dated \_\_\_\_\_, 20\_\_\_\_ to further define the location of its facilities.

Nothing herein contained shall, or shall be construed to modify in any way or terminate any of the rights and obligations of the parties under and by virtue of said grant of easement in the land therein described.

IN WITNESS WHEREOF, second party has executed these presents this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_

\_\_\_\_\_  
Easement owner

**TITLE**  
**DECLARATION RE: PROPOSED FULL RECONVEYANCE**

**PURPOSE**  
 To evidence the facts concerning a fully satisfied obligation secured by a mortgage or deed of trust and the present mortgagee or beneficiary cannot be located or refuses to execute a request for reconveyance.

**REQUIREMENTS**

1. Statement that it is recorded pursuant to CC 2941.7
2. Name(s) of trustor(s) / mortgagor(s)
3. Name(s) of beneficiary(ies) / mortgagee(s)
4. Name and address of person making declaration
5. Statement that beneficiary cannot be located or refuses to request reconveyance
6. Statement that declarant has mailed a notice of recorded declaration and bond
7. Signature of declarant
8. Declaration under penalty of perjury

Note: Must be accompanied by bond as on page 153

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 2941.7(b)

**COMMENTS**  
 May include substitution of title insurance company as trustee  
 Declaration of Lost Deed of Trust may also be presented

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Declarant / Trustor/Successor Grantee = Beneficiary/Successor or Trustee/Successor	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**DECLARATION RE: PROPOSED FULL RECONVEYANCE**

This Declaration is recorded pursuant to Civil Code Section 2941.7

\_\_\_\_\_ is the original trustor / mortgagor under the involved deed of trust and \_\_\_\_\_ are the beneficiaries / mortgagees which deed of trust was recorded \_\_\_\_\_, 20\_\_ in Book \_\_\_\_\_ Page \_\_\_\_\_ in the Office of the County Recorder of \_\_\_\_\_ County, State of California.

I, \_\_\_\_\_, residing at \_\_\_\_\_ make this declaration.

The obligation secured by the deed of trust has been fully satisfied and the present beneficiaries of record cannot be located after diligent search or refuse to execute and deliver a proper request for reconveyance as required under Civil Code Section 2941.

Notice was mailed to \_\_\_\_\_ at \_\_\_\_\_ on \_\_\_\_\_, 20\_\_

I declare under penalty of perjury that the foregoing is true and correct and that this declaration was executed on \_\_\_\_\_, 20\_\_ at \_\_\_\_\_, State of California.

\_\_\_\_\_  
 Declarant

**TITLE**  
**DECLARATION OF SEVERANCE OF JOINT TENANCY**

**PURPOSE**  
 To evidence that a joint tenancy ownership has been severed by one of the joint tenants without consent of the other joint tenant

**REQUIREMENTS**

1. Name(s) of party(ies)
2. Description / identification of real property
3. Signature(s) of declarant(s)
4. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 683.2  
 Govt - 27288.1 (names of parties)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Parties named	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**DECLARATION OF SEVERANCE OF JOINT TENANCY**

I, the undersigned, do hereby sever the joint tenancy that was created in that deed dated \_\_\_\_\_, 20\_\_\_\_, from \_\_\_\_\_, as grantor to \_\_\_\_\_ and \_\_\_\_\_, as joint tenants and grantees and recorded on \_\_\_\_\_, 20\_\_\_\_, in Book \_\_\_\_\_ at Page \_\_\_\_\_ in the Official Records of the County of \_\_\_\_\_, State of California.

Dated: \_\_\_\_\_  
 \_\_\_\_\_  
 Declarant(s)

SALES

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**BOND RE: PROPOSED FULL RECONVEYANCE**

**PURPOSE**  
 To evidence the facts concerning a fully satisfied obligation secured by a mortgage or deed of trust and the present mortgagee or beneficiary cannot be located or refuses to execute a request for reconveyance.

**REQUIREMENTS**

1. Must be accompanied by declaration as on page 152
2. Recording reference to deed of trust
3. Name(s) of trustor(s) / mortgagor(s)
4. Name(s) of beneficiary(ies) / mortgagee(s)
5. Amount of deed of trust
6. Signature of surety
7. Signature acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 2941.7

**COMMENTS**  
 Declaration of Lost Deed of Trust may also be presented

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Trustor / Principal Surety Grantee = Trustee/Successor and/or Obligee / Beneficiary/Successor	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**BOND RE: PROPOSED FULL RECONVEYANCE**

That I, \_\_\_\_\_, as Principal, and \_\_\_\_\_ as Surety, are held and firmly bound unto \_\_\_\_\_ as obligee, in the sum of \$ \_\_\_\_\_ to be paid to the said obligee for which payment well and truly to be made, I bind myself, my heirs, executors administrators, successors and assigns, jointly and severally, firmly by these presents.

The condition of the above is such that :  
 Whereas, \_\_\_\_\_ as Trustor(s) / Mortgagor(s) executed a deed of trust to \_\_\_\_\_ as Trustee, and \_\_\_\_\_ as beneficiaries / mortgagee(s), which deed of trust was recorded \_\_\_\_\_ in Book \_\_\_\_\_, Page \_\_\_\_\_, in the office of the County Recorder of \_\_\_\_\_ County, State of California, and

Whereas, said obligation has been fully paid and the obligation of said bond totally satisfied, and

Whereas, said trustor is entitled to have the lien of the above referenced deed of trust removed from the property described therein, and desire to give an undertaking for the reconveyance of said deed of trust as provided by Section \_\_\_\_\_ of the Civil Code of the State of California.

Now, therefore, the undersigned does hereby obligate itself as successors and assigns to above mentioned obligee under said statutory obligation in the sum of \$ \_\_\_\_\_

Dated: \_\_\_\_\_  
 \_\_\_\_\_  
 Surety

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>LETTERS OF CONSERVATORSHIP</b>
--------------	-----------------------------------

<b>PURPOSE</b>	To evidence court appointment of a conservator to handle the affairs of a conservatee, including the conveyance or lease of real property
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name of conservator</li> <li>2. Name of conservatee</li> <li>3. Certified by the clerk of the court</li> </ol>
---------------------	--

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	Probate - 2313
-------------------------	----------------

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Conservatee Grantee = Conservator	

ATTORNEY OR PARTY WITHOUT ATTORNEY	
ATTORNEY FOR	
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b>	
<small>STREET ADDRESS MAILING ADDRESS CITY AND ZIP CODE BRANCH NAME</small>	
CONSERVATOR OF	
<b>LETTERS OF CONSERVATORSHIP</b>	
<input type="checkbox"/> Person <input type="checkbox"/> Estate <input type="checkbox"/> Limited Conservatorship	

**LETTERS OF CONSERVATORSHIP**  
is a form prescribed by the Judicial Council of the State of California

This form may be purchased from the  
Office of the Clerk of the Superior Court or  
Office of the County Clerk / Clerk of the Superior Court

This form may also be available from the following sources:

Local legal newspaper services  
Local law libraries  
Judicial Council of the State of California



SEAL
------

**TITLE**  
**VOLUNTARY PETITION - IN BANKRUPTCY**

**PURPOSE**  
 To evidence the filing of bankruptcy by a petitioner

**REQUIREMENTS**

- 1. Name(s) of petitioner(s)
- 2. Signature(s) of petitioner(s) or petitioner's attorney
- 3. Certified by U.S. Bankruptcy Court

\* Federal Bankruptcy Rules allow digital signatures

**FEES**  
 Regular

**LEGAL REFERENCES**  
 11 USCA Sec. 549  
 Federal Rule of Civil Procedure 83 and Federal Rules of Bankruptcy 5005(s)  
 9006(f), 9011, 9022 & 9036 (electronic filing and digital seal & signature(s))

**COMMENTS**  
 The recording of this petition will delay foreclosure proceedings.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Petitioner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**VOLUNTARY PETITION**  
 INDIVIDUAL  JOINT PETITION  
 UNITED STATES BANKRUPTCY COURT FOR THE  
 \_\_\_\_\_ DISTRICT OF CALIFORNIA

In RE \_\_\_\_\_ FOR COURT USE ONLY:  
 Debtor ( set forth here all names used ) \_\_\_\_\_ Date Petition Filed \_\_\_\_\_  
 Social Security No. \_\_\_\_\_ Case No. \_\_\_\_\_  
 and Debtor's Employer's Tax ID No. \_\_\_\_\_ Bankruptcy Judge \_\_\_\_\_

**VOLUNTARY PETITION**

1. Petitioner(s) mailing address, including county is \_\_\_\_\_
  2. Petitioner(s) has /have resided (or has had his/their principal place of business or has had his/their principal assets ) within this district for the preceding 180 days ( or for a longer portion of the preceding 180 days than in any other district ).
  3. Petitioner(s) is/are qualified to file this petition and is ( are entitled to the benefits of Title II, United States as a voluntary debtor(s)
  4. ( if appropriate ) A copy of the petitioner(s) proposed plan, dated \_\_\_\_\_ is attached ( or Petitioner(s) intends to file a plan pursuant to Chapter 11 or Chapter 13 ) of Title II, United States Code.
  5. ( If Petitioner(s) is /are a corporation ) Exhibit "A" is attached to and made part of this petition.
  6. ( If Petitioner(s) is/are (an) individual(s) whose debts are primarily consumer debts. ) Petitioner(s) is/are aware that he/she may proceed under Chapter 7 or Chapter 13 of Title II, United States Code, understands the relief available under each such Chapter, and chooses to proceed under Chapter 7 or such Title.
  7. ( If Petitioner(s) is/are (an) individual(s) whose debts are primarily consumer debts and such petitioner(s) is/are represented by an attorney. ) A declaration or an affidavit in the form of Exhibit "B" is attached to and made a part of this petition.
- WHEREFORE, petitioner(s) prays for relief in accordance with Chapter 7 ( or Chapter 11 or Chapter 13 ) of Title II, United States Code.

\_\_\_\_\_  
 Petitioner(s) or Attorney for petitioner(s)

I/We \_\_\_\_\_, the petitioner(s) named in the foregoing petition, declare under penalty of perjury that the foregoing is true and correct.





**TITLE**  
CERTIFICATE OF DELINQUENCY OF PERSONAL PROPERTY TAX

**PURPOSE**  
To create a lien against a taxpayer for non-payment of taxes on unsecured property

**REQUIREMENTS**

1. Name(s) of taxpayer(s)
2. Address(es) of taxpayer(s)
3. Amount due
4. Signature of Tax Collector

**FEES**  
Free

**LEGAL REFERENCES**  
R & T - 2191.3  
GC 27201(b)2

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Taxpayer Grantee Tax Collector	

11/2005

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDERS' USE ONLY

**CERTIFICATE OF DELINQUENCY OF PERSONAL PROPERTY TAX**

(Filed pursuant to Sections 2191.3 and 2191.4, Revenue and Taxation Code)

Certificate No. \_\_\_\_\_

I, \_\_\_\_\_ County Tax Collector, State of California do hereby certify that unsecured property taxes have been duly assessed, computed, and levied for the fiscal year 20\_\_ - 20\_\_, in compliance with the provisions of Division 1, Part 4, of the Revenue and Taxation Code, in the amounts stated herein, together with the interest and penalty as provided by law, which are delinquent and unpaid, are against the person or person(s) named herein.

NAME(S): \_\_\_\_\_

whose last known address(es) was / were: \_\_\_\_\_  
who is / are liable to said county for the total unpaid amounts set forth below.

Bill No. \_\_\_\_\_ Social Security Number \_\_\_\_\_

Tax Amount: \$ \_\_\_\_\_ Driver's License No. \_\_\_\_\_

Penalties:

10 percent \$ \_\_\_\_\_

Interest \$ \_\_\_\_\_

Total \$ \_\_\_\_\_

Release Fee \$ \_\_\_\_\_

Grand Total \$ \_\_\_\_\_

From and after the time of filing this certificate of lien for record, the total amount of unpaid taxes and penalties required to be paid by the person or persons named constitutes a lien upon all personal and real property now owned by said persons, or that may subsequently be acquired by them before the date on which this lien expires.

This lien has the force, effect, and priority of a judgment lien for ten years from the time of the recording of this instrument, unless sooner released or otherwise discharged.

Dated this \_\_\_ day of \_\_\_\_\_ 20\_\_

Treasurer Tax Collector

By Deputy: \_\_\_\_\_

**TITLE**  
RELEASE OF LIEN

**PURPOSE**  
To release property from the effect of a lien or other recorded encumbrance

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Name of releasing party
3. Recording reference to lien
4. Signature of releasing party
5. Signature acknowledged

**FEES**  
Regular \*

**LEGAL REFERENCES**  
Govt - 27280, 27287(ack), 27288.1(names), 27361.3(govt fee), 27361.6(rec. ref.)

**COMMENTS**  
\* If State or other public agency is releasing, government release fee is charged

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Party releasing Grantee = Party being released	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY, STATE, ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**RELEASE OF LIEN**

NOTICE IS HEREBY GIVEN that that certain \_\_\_\_\_  
claimed by \_\_\_\_\_  
against \_\_\_\_\_  
and recorded in the Official Records of the Office of the County Recorder of \_\_\_\_\_  
County, State of California, on \_\_\_\_\_ in Book \_\_\_\_\_ at Page \_\_\_\_\_  
as Instrument No. \_\_\_\_\_ of the Official Records of said County, with respect to that certain real  
property located in said County and more particularly described in said lien, is hereby released, the claim  
thereunder having been fully paid and satisfied as to said real property.

Dated: \_\_\_\_\_  
Releasing party(ies)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** REGULATORY AGREEMENT - LOW COST HOUSING

**PURPOSE** To evidence an agreement between the developer and the local community development office regarding conditions relating to the construction of low-cost housing.

**REQUIREMENTS**

1. Name(s) of party(ies)
2. Description / identification of real property
3. Signature of agreeing parties
4. Signatures acknowledged

**FEES** Free

**LEGAL REFERENCES** H & S - 50893  
Govt - 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = All parties signing Grantee = Other parties	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**REGULATORY AGREEMENT - LOW COST HOUSING**

It is the intent of this agreement to give notice that \_\_\_\_\_ owner of the following described property, has entered into an agreement with the Housing Authority of the County of \_\_\_\_\_ for the purpose of community housing development. This agreement constitutes a lien against this property.

The terms and conditions of this agreement are as follows

Property description:

Dated: \_\_\_\_\_

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Housing Authority official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**STATEMENT OF DELINQUENT UTILITY CHARGES \***

**PURPOSE**  
 To evidence a lien against real property for nonpayment of utility charges

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Name of public agency
3. Description / identification of real property
4. Amount of unpaid charges
5. Signature of local agency official
6. Signature(s) acknowledged

**FEES**  
 Free

**LEGAL REFERENCES**  
 PR - 5003.7  
 Govt - 25828(d) (garbage), H & S - 5473.11, 6520.12 (sewer)  
 Govt - 27287 (ack), 27288.1 (names)

**COMMENTS**  
**DELETED - SEE PAGES 225 - 228**  
 \* Does not apply to delinquent water charges, see page 106

LOCAL USE	
INDEX	ORDINANCES / OPINIONS

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDING USE ONLY

**STATEMENT OF DELINQUENT UTILITY CHARGES**

IN ACCORDANCE WITH the State of California Health and Safety Code Section 5473.11, the undersigned agency official hereby places a lien against the parcel and for the amount indicated below plus additional accrual until the date of payment

Parcel Number :

Owner(s)

Owner(s) Address :

Site Address :

Amount of Delinquent Fee

Name of Public Agency :

Date

Local agency official

**TITLE** CERTIFICATE OF DEDICATION

**PURPOSE** To evidence the dedication, by a subdivider, of real property for public purposes

**REQUIREMENTS**

1. Name(s) and address(es) of subdivider(s) dedicating real property
2. Description / identification of real property
3. Statement that public agency shall reconvey if land is not needed
4. Signature of public agency official
5. Signature acknowledged

**FEES** Free

**LEGAL REFERENCES** Govt - 66477 5(a), 27287 (ack)

**COMMENTS** This certificate could appear on the map, attached to the map, or accompanying the subdivision or parcel map.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner / subdivider Grantee = Public Agency	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET ADDRESS  
CITY & STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CERTIFICATE OF DEDICATION**

Name of Subdivider :

Address of Subdivider :

Description of Real Property :

The above described property is dedicated to the County of \_\_\_\_\_, State of California for the purposes of :

In the event that said County makes a determination that the public purpose for which the property was dedicated does not exist or that the property or any portion thereof is not needed for public utilities, said County agrees to reconvey the property to the Subdivider named above.

\_\_\_\_\_  
Public agency official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>LETTERS TESTAMENTARY / LETTERS OF ADMINISTRATION</b>
<b>PURPOSE</b>	To evidence court appointment of a representative to handle estate of a decedent
<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name of decedent</li> <li>2. Name of appointee</li> <li>3. Certified by court clerk (Includes statement that letters have not been revoked)</li> </ol>
<b>FEES</b>	Regular
<b>LEGAL REFERENCES</b>	. Govt - 27280, CC - 2939.5 (foreign)
<b>COMMENTS</b>	
<b>LOCAL USE</b>	
<b>INDEX</b>	<b>ORDINANCES / OPINIONS</b>
Grantor = Decedent Grantee = Appointee	

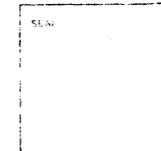
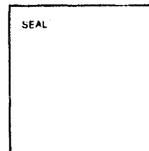
<b>ATTORNEY OR PARTY WITHOUT ATTORNEY</b>	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA</b> STREET ADDRESS MAILING ADDRESS CITY AND ZIP CODE	
<b>ESTATE OF</b>	
<b>LETTERS</b>	
<input type="checkbox"/> TESTAMENTARY <input type="checkbox"/> OF ADMINISTRATION WITH WILL ANNEXES	<input type="checkbox"/> OF ADMINISTRATION <input type="checkbox"/> OF SPECIAL ADMINISTRATION

LETTERS TESTAMENTARY / LETTERS OF ADMINISTRATION  
is a form prescribed by the Judicial Council of the State of California

This form may be purchased from the  
Office of the Clerk of the Superior Court or  
Office of the County Clerk / Clerk of the Superior Court

This form may also be available from the following sources:

Local legal newspaper services  
Local law libraries  
Judicial Council of the State of California



**TITLE**  
RELEASE OF LESSEE'S INTEREST IN LEASE

**PURPOSE**  
To return a lessee's interest in real property to the lessor

**REQUIREMENTS**

1. Name(s) of lessor(s)
2. Name(s) of lessee(s)
3. Recording reference to lease
4. Signature(s) of lessee(s)
5. Signature(s) acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
Govt - 27280, 27287(ack), 27288.1(parties affected), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Lessee Grantee = Lessor	

11/2005

RECORDING REQUESTED BY	
AND WHEN RECORDED MAIL TO	
NAME	
STREET ADDRESS	
CITY & STATE ZIP	
SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY	

**RELEASE OF LESSEE'S INTEREST IN LEASE**

THE UNDERSIGNED LESSEE does hereby unconditionally release his /her interest in that certain lease executed by \_\_\_\_\_ as Lessor, to the undersigned as Lessee, dated \_\_\_\_\_ and recorded on \_\_\_\_\_ as Instrument number \_\_\_\_\_ in Book \_\_\_\_\_ at Page \_\_\_\_\_ of Official Records of \_\_\_\_\_ County.

Dated \_\_\_\_\_

\_\_\_\_\_  
Lessee

SAMPLE

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** DECLARATION OF SUBSTANDARD BUILDING AND POSSIBLE DEMOLITION PROCEEDINGS

**PURPOSE** To evidence the existence of substandard building or other zoning violation which may be abated at the owner's expense

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Signature of local agency official
4. Signature acknowledged

**FEES** Free

**LEGAL REFERENCES** Govt - 27280, 27287 (ack), 27288.1 (names)

**COMMENTS** DELETED - No provision for recording, however, city or county ordinance may authorize recording (see pg. 214)

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Taxpayerr	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**DECLARATION OF SUBSTANDARD BUILDING AND POSSIBLE DEMOLITION PROCEEDINGS**

NOTICE IS HEREBY GIVEN that pursuant to the provisions of Chapter \_\_\_\_\_ of the \_\_\_\_\_ Code the building on the property has been inspected and found to be substandard, as defined in Article \_\_\_\_\_ of Chapter \_\_\_\_\_ and the owner has been so notified.

Owner :

Mailing Address :

Date : \_\_\_\_\_

\_\_\_\_\_  
Agency

\_\_\_\_\_  
Local agency official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
RELEASE OF LIEN BY STATE AGENCY

**PURPOSE**  
To evidence the release of a State tax lien against a taxpayer

**REQUIREMENTS**

1. Name(s) of taxpayer(s)
2. Name of releasing State agency
3. Reference to lien being release
4. Signature of State agency official

**FEES**  
\$11.00

**LEGAL REFERENCES**  
Govt - 7174, 27361.3 (fee); 27201(B)2  
Uniform Recording Rule - 12 (facsimile signature)

**COMMENTS**

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency Grantee = Taxpayer	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_

SCALE ABOVE THIS LINE FOR RECORDER'S USE ONLY

State Seal

STATE OF CALIFORNIA  
FRANCHISE TAX BOARD

**RELEASE OF LIEN**

The Franchise Tax Board of the State of California hereby releases the lien imposed under Part 10 or 11 of Division 2 of the Revenue and Taxation Code as evidenced by the following described certificate of tax interest and penalties due:

Certificate No.  
Filed Against

FTB Account No.  
Social Security No.  
Corporate No.  
Years  
Filed with  
Date entered  
In Book  
At Page

IN WITNESS WHEREOF the Franchise Tax Board has duly authorized the undersigned to execute the Release in its name.

Dated: \_\_\_\_\_ FRANCHISE TAX BOARD  
of the State of California



By \_\_\_\_\_  
Authorized Signature

**TITLE**  
 LICENSE FOR DIVERSION AND USE OF WATER

**PURPOSE**  
 To evidence permission by the State for the appropriation and / or diversion of water

**REQUIREMENTS**

1. Name(s) of licensee(s)
2. Description / identification of real property
3. Signature of State agency official
4. Certified copy

**FEES**  
 Free

**LEGAL REFERENCES**  
 Water - 1650

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = State Water rights Grantee = Licensee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_  
 STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

State Seal  
 STATE OF CALIFORNIA  
 STATE WATER RESOURCES CONTROL BOARD  
 DIVISION OF WATER RIGHTS

**LICENSE FOR DIVERSION AND USE OF WATER**

Application Permit License

THIS IS TO CERTIFY, That

made proof as of \_\_\_\_\_ (the date of inspection)  
 to the satisfaction of the State Water Resources Control Board of a right to the use of the water of

tributary to

for the purpose of

under permit \_\_\_\_\_ of the Board and that the right to use this water has been perfected in accordance with the laws of California, the Regulations of the Board and the permit terms; that the priority of this right dates from \_\_\_\_\_ and that the amount of water to which the right is entitled and hereby confirmed is limited to the amount actually beneficially used for the stated purposes and shall not exceed

**TITLE**  
ORDER REVOKING LICENSE

**PURPOSE**  
To evidence the revocation of a water license

**REQUIREMENTS**

1. Name(s) of licensee(s)
2. County of recording of affected license
3. Recording reference to license
4. Signature of State agency official
5. Certified copy

**FEES**  
Free

**LEGAL REFERENCES**  
Water - 1651, Govt - 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Licensee Grantee = State Water Rights	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**ORDER REVOKING LICENSE**

LICENSE \_\_\_\_\_ ( APPLICATION \_\_\_\_\_ )

Licensee: \_\_\_\_\_

It is ordered that this license is hereby revoked and cancelled upon the records of the State Water Resources Control Board for the reason indicated:

1. A request has been received from, or on behalf of, licensee that the license be revoked.
2. The State Water Resources Control Board has found that licensee failed to beneficially use water under the terms and conditions of this license for a period of five consecutive years or more. This revocation has been issued under the direction of the Board and in accordance with Section 1675, California Water Code.

\_\_\_\_\_  
Chief Division of Water Rights

Dated:  
CERTIFIED

cc: County Recorder

The above listed license was:

issued to \_\_\_\_\_ and was filed with the County Recorder of \_\_\_\_\_ County on \_\_\_\_\_, 20\_\_

issued to \_\_\_\_\_ and was filed with the County Recorder of \_\_\_\_\_ County on \_\_\_\_\_, 20\_\_

This filing is prescribed by the Water Code and under the provisions of Section 6103 of the Government Code no fee is required.

**TITLE**  
**LAND PATENT AND TRUST TERMINATION**

**PURPOSE**  
 To evidence the release of patent land from public trust and grant of title to the grantee

**REQUIREMENTS**

1. Name(s) of patentee(s) / grantee(s)
2. Description / identification of real property
3. Issued by U.S. or State government official

Caution: No provision to record a Declaration of Land Patent, see CRAC opinions 48, 50, 51, & 57

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 27286 allows recording a certified copy of a transcript of the original

**COMMENTS**  
 Govt - 27286 allows recording of a certified copy of a transcript of the original

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency Grantee = Grantee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**PATENT AND TRUST TERMINATION  
 STATE OF CALIFORNIA**

WHEREAS, the State Lands Commission, by its Minute Item, No. \_\_\_\_\_ duly adopted \_\_\_\_\_ at its regular public meeting on \_\_\_\_\_ at the State Capital Sacramento, California, after due and proper notice thereof, pursuant to the requirements and authority of law, including Division Six of the Public Resources Code, approved an agreement between the State Lands Commission, acting by and on behalf of the State of California, and the PATENTEE identified below, wherein, among other things, any right, title and interest of the State of California, owned by virtue of its sovereignty, in and to the PATENT PARCEL described below, was agreed to be patented by the STATE to SECOND PARTY in exchange for a conveyance to the State of California of other real property, and

WHEREAS, it appears by the Certificate of the Executive Officer of the State Lands Commission No. \_\_\_\_\_, dated \_\_\_\_\_ issued according to law, that full payment has been made to the State of California for this patent by way of such agreement for the exchange of the other real property of equal or greater value, and that said PATENTEE is entitled to this patent

NOW, THEREFORE, the State of California hereby grants to \_\_\_\_\_ identified herein as PATENTEE without regard to number or gender, any and all right, title, and interest of the State of California owned by virtue of its sovereignty in and to the real property in the County of \_\_\_\_\_ California, more particularly described in the DESCRIPTION OF PATENT PARCEL, which is attached hereto and is made a part hereof by reference as if set forth in full herein.

The State Lands Commission has found and declared that the PATENT PARCEL has been improved and reclaimed, and has hereby been excluded from the public channels and is no longer available or useful or susceptible of being used for commerce, navigation and fishing, and is no longer in fact tidelands or submerged lands, and the PATENT PARCEL is hereby forever freed from the public trust for commerce, navigation or fisheries.

Dated \_\_\_\_\_ Federal / State government official

**TITLE** CERTIFICATE OF NON - ATTACHMENT OF FEDERAL TAX LIEN

**PURPOSE**  
To evidence exemption of a specific property from the effect of a federal tax lien

**REQUIREMENTS**

1. Name(s) of taxpayer(s)
2. Description / identification of real property exempted
3. Signature of authorized official

**FEES**  
Regular

**LEGAL REFERENCES**  
CCP 2103(indexing), Govt - 27330

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Internal Revenue Service Grantee = Taxpayer	

**CERTIFICATE OF NON - ATTACHMENT OF FEDERAL TAX LIEN**

**TO WHOM IT MAY CONCERN:**

The undersigned, the duly appointed and qualified District Director of Internal Revenue charged by law with the duty of collecting and enforcing the collection of internal revenue taxes due the United States, hereby certifies that the Federal tax lien against all property and rights to property belonging to

\_\_\_\_\_  
\_\_\_\_\_  
(Name and address of taxpayer)

based on an assessment of \_\_\_\_\_ tax for the year \_\_\_\_\_

against the said \_\_\_\_\_

notice of which lien in the sum of \_\_\_\_\_

(\$ \_\_\_\_\_) was duly filed on \_\_\_\_\_

with the \_\_\_\_\_, State of \_\_\_\_\_

and / or with the Clerk of the United States District Court for the \_\_\_\_\_

District of \_\_\_\_\_, on \_\_\_\_\_ 20\_\_\_\_  
pursuant to the provisions of Section 6323, Internal Revenue Code of 1954, for the corresponding provision of prior law did not attach, and does not now attach, to any separate property of

or the following described property \*

The reason for this action is that it has been determined that \_\_\_\_\_

\_\_\_\_\_  
(Name and address of applicant)

is not liable for tax under the above assessment

Witness my hand at \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
District Director of Internal Revenue

By \_\_\_\_\_  
Signature and title

(\*Delete inapplicable phrase, either " any separate property of \_\_\_\_\_  
\_\_\_\_\_, or " or the following described property ")

**TITLE**  
RELEASE OF MORTGAGE

**PURPOSE**  
To evidence the payment, satisfaction or discharge of a debt secured by real property

**REQUIREMENTS**

1. Name(s) of mortgagor(s)
2. Name(s) of mortgagee(s)
3. Statement of payment satisfaction or discharge
4. Recording reference to original mortgage
5. Signature(s) of mortgagee(s)
6. Signature(s) acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
CC - 2939, 2940  
Govt - 27287 (ack), 27288.1 (names of parties)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Mortgagee Grantee = Mortgagor	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY, STATE, ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDING USE ONLY

**FULL RELEASE OF MORTGAGE**

IN CONSIDERATION of the payment of the debt secured by the Mortgage executed by \_\_\_\_\_  
Mortgagors, and recorded as Instrument No. \_\_\_\_\_ on \_\_\_\_\_  
Book \_\_\_\_\_, Page \_\_\_\_\_ of Official Records of \_\_\_\_\_  
County, California, the undersigned hereby releases said Mortgage

Dated: \_\_\_\_\_

\_\_\_\_\_  
Mortgagee(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**DO NOT RECORD - FILE WITH CLERK OF THE SUPERIOR COURT**

**TITLE**  
**AWARD OF ARBITRATOR**

**PURPOSE**  
 To evidence the entry of a judgment as a result of an award by an arbitrator

**REQUIREMENTS**

1. Name(s) of party(ies)
2. Signature of arbitrator
3. Certified by Court Clerk

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 27280

**COMMENTS**  
 Award becomes a judgment when entered

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Party deprived of interest Grantee = Party retaining / acquiring interest	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**SUPERIOR COURT OF THE STATE OF CALIFORNIA  
 FOR THE COUNTY OF \_\_\_\_\_**

\_\_\_\_\_  
 Plaintiff(s)  
 vs )  
 \_\_\_\_\_  
 Defendant(s)

No. \_\_\_\_\_  
**AWARD OF ARBITRATOR**

The undersigned arbitrator designated pursuant to appointment by the Administrator, having been duly sworn and having heard the cause on \_\_\_\_\_ 20\_\_\_\_, and having considered the evidence of the parties, awards in full and final settlement of all claims submitted to arbitration under the \_\_\_\_\_ County Superior Court Arbitration Plan as follows :

\_\_\_\_\_  
 Arbitrator

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**CERTIFICATE OF SALE / MERGER BY SUPERINTENDENT OF BANKS \***

**PURPOSE**  
 To evidence the sale or merger of State and/or National Banks as certified by the Superintendent of Banks

**REQUIREMENTS**

1. Name(s) of sold or merging bank(s)
2. Name of resulting bank
3. Signature of Superintendent of Banks
4. Seal of Superintendent of Banks
5. Signature acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Financial - 3010

**COMMENTS**  
 \* This is a different document than Certificate of Merger - State/National Banks on Page 46  
**DELETED - Financial 3010, Repealed 1995**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Merging Banks Grantee = Resulting Bank	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDING FEE ONLY

**CERTIFICATE OF SALE - STATE BANKING DEPARTMENT**

I, \_\_\_\_\_, Superintendent of Banks of the State of California, do hereby certify that \_\_\_\_\_ has purchased the whole of the \_\_\_\_\_ business of the \_\_\_\_\_ branch of \_\_\_\_\_ bank, and that the agreement of purchase and sale as approved by me on \_\_\_\_\_ has been filed in my office; and I do further certify that the purchase and sale above referred to has been approved by me in the manner required by law and that such purchase and sale has been fully completed and consummated.

Given under my official seal this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
 Superintendent of Banks

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>REQUEST FOR DISMISSAL</b>
--------------	------------------------------

<b>PURPOSE</b>	To evidence the rendering of a judgment of dismissal of an action
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of defendant(s)</li> <li>2. Name(s) of plaintiff(s)</li> <li>3. Case Number</li> <li>4. Certificate completed by Court Clerk</li> </ol>
---------------------	---

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	CCP - 581 Govt - 27288.1 (names)
-------------------------	-------------------------------------

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS

RECORDING REQUESTED BY	
AND WHEN RECORDED MAIL TO	
<small>NAME</small> <small>STREET ADDRESS</small> <small>CITY &amp; STATE ZIP</small>	
<small>SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY</small>	

**REQUEST FOR DISMISSAL**

**REQUEST FOR DISMISSAL**  
is a form prescribed by the Judicial Council of the State of California

This form may be purchased from the  
Office of the Clerk of the Superior Court or  
Office of the County Clerk / Clerk of the Superior Court

This form may also be available from the following sources:

Local legal newspaper services  
Local law libraries  
Judicial Council of the State of California

**TITLE**  
 DEVELOPMENT FEE CONTRACT

**PURPOSE**  
 To evidence an agreement and lien for the payment of all development fees to a public agency prior to the completion of a project.

**REQUIREMENTS**

1. Name(s) of permit holder(s)
2. Name(s) of owner(s)
3. Description / identification of real property
4. Name of public agency
5. Signatures of agreeing parties
6. Signatures acknowledged

**FEES**  
 Free

**LEGAL REFERENCES**  
 Govt - 66007c(2)(indexing), 27288 (parties affected), 27282 (ack)

**COMMENTS**  
 When this lien is released, the recording fee will be \$11.00.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner / lessee Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**DEVELOPMENT FEE CONTRACT**

Name(s) of property owner(s) \_\_\_\_\_

Name(s) of permit holder(s) \_\_\_\_\_

To obtain the necessary building permits prior to the payment in full of all development or mitigation fees the above named parties enter into this contract with the \_\_\_\_\_ Department of the County of \_\_\_\_\_, State of California.

It is herein agreed that all outstanding development or mitigation fees will be paid prior to the completion of the residential development to be constructed on the following described real property.

Dated: \_\_\_\_\_ Agreeing party(ies) \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
NOTICE OF SPECIAL TAX LIEN

**PURPOSE**  
To evidence the creation of the levy of a special tax on real property within a community facilities district

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Reference to district map affected
3. Assessor's parcel number for each affected parcel
4. Statement that a lien is being created
5. Statements as to rate, apportionment, and manner of collection of tax
6. Signature of clerk of legislative body

**FEES**  
Regular

**LEGAL REFERENCES**  
S & H - 3114.5(indexing), 3116 (fee); GC 27361.6

**COMMENTS**  
Assessment Map book and page numbers must be cross indexed.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Community Facilities District (cross ref. to assessment map)	

11/2005

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

### NOTICE OF SPECIAL TAX LIEN

Pursuant to the requirements of Section 3114.5 of the Streets and Highways Code, the undersigned \_\_\_\_\_ of the \_\_\_\_\_ County, State of California hereby gives notice that the Board of Directors of \_\_\_\_\_ is authorized to annually levy a special tax for the purpose of paying for certain facilities, including paying principal and interest on bonds the proceeds of which are being used to finance those facilities.

The special tax is authorized to be imposed within Communities Facilities District No. \_\_\_\_\_ which has now been officially formed.

The formation of the District and the levy of this special tax results in alien being created on all the parcels identified in Exhibit "A" attached.

The rate and method of apportionment of the authorized special tax is as shown on Exhibit "B" attached.

Reference is made to the boundary map of the Community Facilities District recorded on \_\_\_\_\_ in Book of Maps of Assessment District in Book \_\_\_\_\_ at Page \_\_\_\_\_ in the Office of the County Recorder for the County of \_\_\_\_\_, State of California which map is now the final Boundary map of the Communities Facilities District.

For further information contact the Office of the \_\_\_\_\_

Dated: \_\_\_\_\_  
Clerk of the legislative body

**TITLE**  
**ADDENDUM TO NOTICE OF ASSESSMENT**

**PURPOSE**  
 To evidence the payment in full of an assessment and the release of property from the effect of a recorded assessment

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Recording reference to Assessment Lien
3. Statement that assessment has been paid in full
4. Statement that lien has been fully discharged
5. Statement that addendum has no effect on powers of legislative body relative to identified parcels
6. Signature of Treasurer

**FEES**  
 Regular

**LEGAL REFERENCES**  
 S & H - 3114.3, 3116(fee), Govt - 27361.6(rec. ref.)

**COMMENTS**  
 This document may be presented as a release

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Community Facilities District Grantee = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**ADDENDUM TO NOTICE OF ASSESSMENT  
 NOTICE OF DISCHARGE OF ASSESSMENT LIEN**

On \_\_\_\_\_ a Notice of Assessment was recorded under Recorder's Series No \_\_\_\_\_ in the Office of the County Recorder, \_\_\_\_\_ County State of California pursuant to the requirements of Section \_\_\_\_\_ of the Streets and Highways Code of the State of California. The recordation of said notice established a lien against the properties and the names of the assessed owners as they appear on the recorded document.

The parcels and property owners for lien discharge are as follows

Parcel Number	Property Owner
---------------	----------------

NOTICE IS HEREBY GIVEN that the recorded assessments against said properties have been paid in full and that, except for the possibility of a supplemental assessment not presently anticipated, the associated liens against said properties have been fully discharged.

Dated: \_\_\_\_\_  
 \_\_\_\_\_  
 Treasurer



**TITLE**  
 NOTICE OF CESSATION OF SPECIAL TAX LIEN

**PURPOSE**  
 To evidence the cessation of a levy of special tax

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Reference to recorded district map
3. Statement that obligation to pay special tax has ceased
4. Reference to Special Tax Lien being extinguished
5. Signature of legislative body official

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 27361.6, 53330.5, S & H - 3116 (fee)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Community Facilities District Grantee = Owner	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF CESSATION OF SPECIAL TAX LIEN**

COMMUNITY FACILITIES DISTRICT NO. \_\_\_\_\_

CITY OF \_\_\_\_\_ COUNTY, CALIFORNIA

Pursuant to Resolution Number \_\_\_\_\_ of the City Council of the City of \_\_\_\_\_ County, California, adopted \_\_\_\_\_, 20\_\_\_\_, and in accordance with California Government Code Section 53330.5, notice is hereby given that the obligation of all property in the above referenced Community Facilities District ("CFD") to pay special tax under the authority of the CFD has ceased, and the lien imposed by the Notice of Special Tax Lien recorded in the Office of the Recorder of \_\_\_\_\_ County on \_\_\_\_\_, 20\_\_\_\_, under Recorder's serial Number \_\_\_\_\_ is hereby extinguished.

For reference, the Map of the Boundaries of the above referenced CFD was recorded in the Office of the Recorder of \_\_\_\_\_ County on \_\_\_\_\_, 20\_\_\_\_, in Book of Maps of Assessment and Community Facilities Districts at Page(s) \_\_\_\_\_ under Recorder's File Number \_\_\_\_\_

Dated: \_\_\_\_\_



\_\_\_\_\_, City Clerk  
 City of \_\_\_\_\_  
 County of \_\_\_\_\_  
 California

\_\_\_\_\_  
 Legislative body official

**TITLE**  
 RESOLUTION OF NAME CHANGE OF SANITATION DISTRICT

**PURPOSE**  
 To evidence a sanitation district name change.

**REQUIREMENTS**  
 1. Certified copy of resolution by Board of Directors of a sanitation district.

**FEES**  
 Free

**LEGAL REFERENCES**  
 H & S - 4739.5

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Old city Grantee = New city	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**RESOLUTION OF NAME CHANGE OF  
 SANITATION DISTRICT**

Upon motion duly made, seconded and carried, by the Directors of the \_\_\_\_\_  
 Sanitation District of \_\_\_\_\_ County, State of California,  
 IT HAS BEEN RESOLVED that the Sanitation District known as \_\_\_\_\_  
 Sanitation District is renamed and hereafter shall be known as the \_\_\_\_\_  
 Sanitation District.  
 This name change will become effective upon the filing of a certified copy of this resolution with the Secretary  
 of State and in the office of the County Recorder of \_\_\_\_\_ County.  
 This is a certified copy of the Resolution adopted by vote of the Directors at their regular monthly meeting  
 of \_\_\_\_\_

\_\_\_\_\_  
 Director

SAME AS ORDER ON PAGE 82

**TITLE**  
ORDER FOR DEFERRED SALE OF HOME

**PURPOSE**  
To evidence the temporary award of the exclusive use of a home to the custodial parent of a minor child.

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property with Assessor's Parcel Number
3. Duration of order
4. Name of judge issuing order
5. Certified by Clerk of Court

**FEES**  
Regular

**LEGAL REFERENCES**  
FC - 3803 - 3804

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**SUPERIOR COURT OF THE STATE OF CALIFORNIA  
IN AND FOR THE COUNTY OF \_\_\_\_\_**

In RE : \_\_\_\_\_ )  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)

**ORDER FOR DEFERRED  
SALE OF HOME**

In the matter of .

IT IS ORDERED, ADJUDGED AND DECREED THAT :

To minimize the adverse impact of the dissolution of the marriage of the above named defendant and respondent ; the custodial parent \_\_\_\_\_ of minor child \_\_\_\_\_ is awarded the temporary exclusive use and possession of the family home situated on the real property described as follows .

Assessor's Parcel Number : \_\_\_\_\_

This order shall remain in effect until : \_\_\_\_\_

Dated : \_\_\_\_\_

\_\_\_\_\_  
Judge of the Superior Court

**TITLE**  
DISCHARGE OF DEED OF TRUST BY TITLE COMPANY

**PURPOSE**  
To evidence the discharge of a deed of trust by a title insurance company when the trustee has failed to record a reconveyance within 75 days of the satisfaction of the obligation.

**REQUIREMENTS**

1. Name(s) of trustor(s)
2. Name(s) of beneficiary(ies)
3. Recording reference to deed of trust being released
4. Statement that obligation secured by deed of trust has been paid in full
5. Date and amount of payment
6. Signature of title insurance company official
7. Signature acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
CC - 2941(C)(3)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Title Company Grantee = Trustor	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**DISCHARGE OF DEED OF TRUST**

On \_\_\_\_\_, a Deed of Trust was recorded in the Office of the County Recorder of \_\_\_\_\_ County under Recorder's Series No. \_\_\_\_\_ at Book \_\_\_\_\_ Page \_\_\_\_\_, naming \_\_\_\_\_ as Trustor \_\_\_\_\_ as Beneficiary \_\_\_\_\_ as Trustee.

On \_\_\_\_\_ the entire obligation arising from this Deed of Trust in the amount of \_\_\_\_\_ was paid in full.

Since that date, \_\_\_\_\_ calendar days have elapsed and neither the Trustee nor the Beneficiary have executed and recorded a Reconveyance. Therefore, pursuant to California Civil Code Section 2941(c)(3), \_\_\_\_\_, a title insurance company has mailed by first class postage a notice of its intention to release the obligation to the Trustee and Beneficiary named above.

Having complied with the provisions of Civil Code 2941(c)(3), \_\_\_\_\_ hereby discharges the obligation of \_\_\_\_\_, named as Trustor.

Dated: \_\_\_\_\_  
Insurance company official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
NOTICE OF CANCELLATION OF SPECIAL TAX LIEN

**PURPOSE**  
To evidence the payment in full of a special tax and the release of a particular parcel from the special tax lien.

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property with Assessor's Parcel number
3. Reference to book and page of Special Tax Lien
4. Statement that tax has been paid in full
5. Signature of local agency official

The Recorder will need the owner's name and address in the "When Recorded Mail To" area in order to return the document to the owner as required by law.

**FEES**  
Regular

**LEGAL REFERENCES**  
Govt - 53344  
S & H - 3116 (fee)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Community Facilities District Grantee = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF CANCELLATION OF SPECIAL TAX LIEN**

Community Facilities District No. \_\_\_\_\_

City of \_\_\_\_\_, County of \_\_\_\_\_, State of California

Reference is made to the Notice of Special Tax Lien for Community Facilities No. \_\_\_\_\_  
City of \_\_\_\_\_, County of \_\_\_\_\_, State of California, recorded on \_\_\_\_\_  
under Recorder's Senal No. \_\_\_\_\_

The obligation to pay the referenced Special Tax has been paid and permanently satisfied for the parcel described below, and whose owner(s) of record is / are \_\_\_\_\_

Property description \_\_\_\_\_

Assessor's Parcel Number \_\_\_\_\_

Dated \_\_\_\_\_

Local agency official \_\_\_\_\_

**TITLE**  
**WATERFOWL HABITAT CONSERVATION CONTRACT**

**PURPOSE**  
 To evidence an agreement between a property owner and the Fish and Game Department for preservation of waterfowl and waterfowl habitat

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Statement of intent and agreement concerning waterfowl habitat
4. Signature(s) of owner(s)
5. Signature of Fish & Game Department official
6. Signatures acknowledged

**FEES**  
 Regular \*

**LEGAL REFERENCES**  
 F & G - 3462

**COMMENTS**  
 \* The code provides for payment of recording fee by department.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = State Fish & Game	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**WATERFOWL HABITAT CONSERVATION CONTRACT**

The following terms and agreements are entered into between the property owner(s) \_\_\_\_\_ and the California Department of Fish and Game regarding the preservation of waterfowl and waterfowl habitat.

The real property affected by these terms and agreements is described as follows

Dated: \_\_\_\_\_

\_\_\_\_\_ Owner(s)

\_\_\_\_\_ Fish and Game Department official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**RENT CONTROL MEMORANDUM**

**PURPOSE**  
 To evidence a rental price agreement between a property owner and a public agency.

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Term of rental agreement
4. Signature(s) of owner(s)
5. Signature of local agency official
6. Signatures acknowledged

**FEES**  
 Free

**LEGAL REFERENCES**  
 CC - 1954.28(d)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY: \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY/STATE/ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**RENT CONTROL MEMORANDUM**

It is the intent of the Memorandum to give notice that \_\_\_\_\_ as owner of the following described property, has entered into an agreement with the Redevelopment Agency of th County of \_\_\_\_\_ concerning the maximum amount of rent to be charged for the unit's located on the property.

The terms and conditions of the contract are as follows:

Property description:

Dated: \_\_\_\_\_

\_\_\_\_\_  
 Owner(s)

\_\_\_\_\_  
 Local agency official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**CERTIFICATE OF STANDBY CHARGE**

**PURPOSE**  
 To evidence a lien imposed by a utility district against real property

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property with Assessor's Parcel Number
3. Amount of delinquent charge
4. Signature of district official

**FEES**  
 Free, lien notification may be required

**LEGAL REFERENCES**  
 Govt - 54984.9

**COMMENTS**  
 The release for this lien would be charged at \$11.00.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CERTIFICATE OF STANDBY CHARGE**

In accordance with the State of California Government Code Section 54984.9, the undersigned agency official hereby places a lien against the property described below

Assessor's Parcel Number \_\_\_\_\_

Owner: \_\_\_\_\_

Amount of delinquent charges \_\_\_\_\_

Dated \_\_\_\_\_

\_\_\_\_\_  
 District official

**TITLE**  
AFFIDAVIT OF ESTATE OF NOT MORE THAN \$100,000

**PURPOSE**  
To evidence the transfer of a debt or obligation secured by a lien on real property

**REQUIREMENTS**

1. Name of decedent
2. Date and place of death
3. Recording reference of instrument creating lien
4. Statements regarding value of property and compliance with all requirements
5. Certified copy of death certificate
6. Signature of affiant
7. Verification
8. Signature acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
Probate - 13106.5, 13101(11) b & c (verification)  
CCP - 2003 (oath), 2015.5 (sworn statement)

**COMMENTS**  
Cannot be used to transfer real property

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Decedent, Affiant	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**AFFIDAVIT OF ESTATE OF NOT MORE THAN \$100,000**

Decedent's name :

Date and place of decedent's death :

At least 40 days have elapsed since the death of the decedent, as shown in a certified copy of the decedent's death certificate attached to this affidavit.

No proceeding is now being or has been conducted in California for administration of the decedent's estate.

The gross value of the decedent's real and personal property in California, excluding the property described in Section 13050 of the California Probate Code, does not exceed sixty thousand dollars ( \$100,000 ).

Property description :

The affiant is the successor of the decedent ( as defined in Section 13006 of the California Probate Code ) to the decedent's interest in the described property. No other person has a right to the interest of the decedent in the described property. The affiant requests that the described property be paid, delivered, or transferred to the affiant.

Dated : \_\_\_\_\_

\_\_\_\_\_  
Affiant

APPROPRIATE ACKNOWLEDGMENT AND VERIFICATION SHOULD APPEAR HERE

**TITLE**  
**ABSTRACT OF SUPPORT JUDGMENT**

**PURPOSE**  
 To evidence a lien against an individual for child or spousal support

**REQUIREMENTS**

Original or certified copy issued by a California State or Federal District Court

1. Name of judgment debtor
2. Address of judgment debtor or address of service or mailing to debtor or debtor's attorney \*
3. Name of creditor
4. Signature of Clerk of Court
5. Seal of Court

**FEES**  
 Free, lien notification may be required

**LEGAL REFERENCES**  
 CCP - 697.060(a) (Federal Court), 697.310, 697.320(a)(1) (support)  
 Govt - 27297.5 (lien notification), CC - 1193 (seal)

**COMMENTS**  
 \* Notification not required if accompanied by an Affidavit of Proof of Service or Affidavit of No Known Address

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Debtor Grantee = Creditor	

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name and Address)  
 Receiving requested by and return to

ATTORNEY FOR     JUDGMENT CREDITOR     ASSIGNEE OF RECORD

NAME OF COURT:  
 STREET ADDRESS:  
 MAILING ADDRESS:  
 CITY AND ZIP CODE:  
 BRANCH NAME:

PLAINTIFF:

RESPONDENT / DEFENDANT:

**ABSTRACT OF SUPPORT JUDGMENT**

1. The  judgment creditor  assignee of record applies for an abstract of judgment and represents the following:

a. Judgment debtor's

Name and last known address

b. Driver's license no. and state:  Unknown

c. Social Security No.:  Unknown

d. Summons or notice of entry of sister - state judgment was personally served or mailed to ( name and address )

e. Birthdate:

f.  Additional judgment debtors are shown on reverse

Date:

TYPE OR PRINT NAME \_\_\_\_\_ SIGNATURE OF APPLICANT OR ATTORNEY \_\_\_\_\_

**ABSTRACT OF SUPPORT JUDGMENT**  
 is a form prescribed by the Judicial Council of the State of California

This form may be purchased from the  
 Office of the Clerk of the Superior Court or  
 Office of the County Clerk / Clerk of the Superior Court

This form may also be available from the following sources:

Local legal newspaper services  
 Local law libraries  
 Judicial Council of the State of California

(SEAL)

<b>TITLE</b>	<b>AMENDMENT TO ABSTRACT OF JUDGMENT</b>
--------------	--

<b>PURPOSE</b>	To evidence the addition of a Driver's License number or Social Security number to a previously recorded Abstract of Judgment
----------------	---

<b>REQUIREMENTS</b>	<p>Original or certified copy issued by a California State or Federal District Court</p> <ol style="list-style-type: none"> <li>1. Name(s) of judgment debtor(s)</li> <li>2. Address of judgment debtor(s) or address of service of mailing to debtor(s) or debtor's attorney *</li> <li>3. Date of recording and book and page of original Abstract of Judgment</li> <li>4. Signature of Clerk of Court</li> <li>5. Seal of Court</li> </ol>
---------------------	---

<b>FEES</b>	Regular, plus lien notification
-------------	---------------------------------

<b>LEGAL REFERENCES</b>	CCP - 674b, CC - 1193 (seal), Govt - 27297.5 (lien notification) CRAC Op - 50 (extension), 82 (notice), 83 (debtor address)
-------------------------	--

<b>COMMENTS</b>	* Notification not required if accompanied by an Affidavit of Proof of Service or Affidavit of No Known Address
-----------------	---

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Debtor Grantee = Creditor	

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name and Address) <input type="checkbox"/> Recording requested by and return to:  <input type="checkbox"/> ATTORNEY FOR <input type="checkbox"/> JUDGMENT CREDITOR <input type="checkbox"/> ASSIGNEE OF RECORD	COUNTY OF _____ JUDICIAL DISTRICT OF _____ DATE NUMBER _____
NAME OF COURT: STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PLAINTIFF:	
DEFENDANT:	
<b>AMENDMENT TO ABSTRACT OF JUDGMENT</b>	
1. The <input type="checkbox"/> judgment creditor <input type="checkbox"/> assignee of record applies for an abstract of judgment and represents the following: a. Judgment debtor's <div style="border: 1px solid black; width: 150px; height: 20px; margin: 5px auto;"></div> Name and last known address  <div style="border: 1px solid black; width: 150px; height: 20px; margin: 5px auto;"></div> b. Driver's license no. and state: <input type="checkbox"/> Unknown c. Social Security No.: <input type="checkbox"/> Unknown d. Summons or notice of entry of sister - state judgment was personally served or mailed to ( name and address ) e. Recording date and reference to original Abstract  f. <input type="checkbox"/> Additional judgment debtors are shown on reverse Date: _____	
TYPE OR PRINT NAME	SIGNATURE OF APPLICANT OR ATTORNEY

**AMENDMENT TO ABSTRACT OF JUDGMENT**  
 is a form prescribed by the Judicial Council of the State of California

This form may be purchased from the  
 Office of the Clerk of the Superior Court or  
 Office of the County Clerk / Clerk of the Superior Court

This form may also be available from the following sources:

Local legal newspaper services  
 Local law libraries  
 Judicial Council of the State of California

(SEAL)

**TITLE**  
**ADDENDUM TO NOTICE OF SPECIAL TAX LIEN**

**PURPOSE**  
 To evidence the dissolution of a special tax levy and the dissolution of all associated liens

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Recording reference to lien
3. Statement that the district and all associated liens have been dissolved
4. Signature of legislative body

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 53338.5, 27361.6(rec. ref.)  
 S & H - 3116 (fee)

**COMMENTS**  
 This document would be recorded if the district formation was never finalized and the proceedings were canceled.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Community Facilities District Grantee = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**ADDENDUM TO NOTICE OF SPECIAL TAX LIEN**

Community Facilities District No. \_\_\_\_\_  
 City of \_\_\_\_\_, County of \_\_\_\_\_, State of California.

The Mello - Roos proceedings known as Community Facilities District No. \_\_\_\_\_ City of \_\_\_\_\_, County of \_\_\_\_\_, State of California are hereby abandon.

The date of the original resolution of intent is \_\_\_\_\_

The boundary map for Community Facilities District No. \_\_\_\_\_ was filed for record in the office of the County Recorder on \_\_\_\_\_ in Book \_\_\_\_\_ of Assessment Maps at Page \_\_\_\_\_

The above named district and all liens associated with the district are hereby dissolved.

Dated : \_\_\_\_\_  
 Legislative body

**TITLE**  
**NOTICE OF STATUTORY LIMITATION ON TRANSFER**

**PURPOSE**  
 To evidence Applicants' intent to use property as a continuing care retirement facility and to impose limitations on transfers

**REQUIREMENTS**

1. Name(s) of property owner and applicant/provider
2. Description/Identification of real property with Assessor's Parcel Number
3. Signature of Owner, Applicant, or Provider
4. Signature Acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 H&S - 1779.4(aa); Govt - 27287 (ack)

**COMMENTS**  
 Related documents: Memorandum of Interest in Continuing Care Retirement Community Property & Release of Statutory Limitation on Transfer.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Agency	
Grantor = Owner & Interest Holder	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**Notice of Statutory Limitation on Transfer**

Notice is hereby given that the property described below is licensed, or proposed to be licensed, for use as a continuing care retirement community and accordingly, the use and transfer of the property is subject to the conditions and limitations as to use and transfer set forth in Sections 1773 and 1789.4 of the Health and Safety Code. This notice is recorded pursuant of subdivision (aa) of Section 1779.4 of the Health and Safety Code.

The real property which is legally owned by (insert the name of the legal owner) and is the subject of the statutory limitation to which this notice refers, is more particularly described as follows: (insert the legal description and the assessor's parcel number of the real property to which this notice applies)

\_\_\_\_\_  
 Applicant/Provider/Owner

STATE OF CALIFORNIA  
 COUNTY OF \_\_\_\_\_

On \_\_\_\_\_ before me \_\_\_\_\_ a Notary Public for said County and State, personally appeared \_\_\_\_\_ personally known to me or proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that he is/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.



**TITLE**  
**REQUEST FOR EXEMPTION FROM SEPARATE ASSESSMENT**

**PURPOSE**  
 To evidence the request of a property owner that a condominium be exempt from separate tax assessment.

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Request for exemption from separate assessment
4. Signature(s) of owner(s)
5. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 R & T - 2188.6(d)  
 Govt - 27288 (parties affected), 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**REQUEST FOR EXEMPTION FROM SEPARATE ASSESSMENT**

I / We \_\_\_\_\_, owner(s) of the real property described below request that pursuant to Revenue and Taxation Code Section 2188.6(d), this property be exempt from separate assessment by the \_\_\_\_\_ County Assessor.

This request is being recorded concurrently with the documents required to meet the provisions of Revenue and Taxation Code Section 2188.6

Dated \_\_\_\_\_ Owner(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>SATISFACTION OF COUNTY UNSECURED PROPERTY TAX JUDGMENT</b>
<b>PURPOSE</b>	To evidence the release of a recorded County Unsecured Property Tax Judgment after payment of taxes
<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of taxpayer(s)</li> <li>2. Reference to recorded judgment</li> <li>3. Signature of Tax Collector</li> <li>4. Signature acknowledged</li> </ol>
<b>FEES</b>	\$11.00
<b>LEGAL REFERENCES</b>	R & T - 3107
<b>COMMENTS</b>	
<b>LOCAL USE</b>	
<b>INDEX</b>	<b>ORDINANCES / OPINIONS</b>
Grantor = Tax Collector Grantee = Taxpayer	

Recording requested by and return to	FOR RECORDER USE ONLY
County Clerk Street Address Mailing Address City and Zip Code	
PLAINTIFF DEFENDANT	
SATISFACTION OF COUNTY UNSECURED PROPERTY TAX JUDGMENT <input type="checkbox"/> FULL <input type="checkbox"/> PARTIAL	

**SATISFACTION OF COUNTY UNSECURED PROPERTY TAX JUDGMENT**  
is a form prescribed by the Judicial Council of the State of California

This form may be purchased from the  
Office of the Clerk of the Superior Court or  
Office of the County Clerk / Clerk of the Superior Court

This form may also be available from the following sources:

- Local legal newspaper services
- Local law libraries
- Judicial Council of the State of California

**TITLE**  
 NOTICE OF INTENT TO HOLD - MILL SITE

**PURPOSE**  
 To evidence the continued working of a mill site claim

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Name(s) of claimant(s)
3. BLM serial number
4. Statement regarding intent to hold interest
5. Signature(s) of owner(s)
6. Tax Collector's certificate for payment of taxes

**FEES**  
 Regular fee plus additional indexing if applicable

**LEGAL REFERENCES**  
 43 CFR 3833.2 - 5

**COMMENTS**  
 \* If provided by local resolution

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor: Owner(s) Claimant(s)	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**NOTICE OF INTENT TO HOLD**

BLM Serial No. \_\_\_\_\_

The following named claim is held and claimed by the owner(s) for the valuable mineral contained therein  
 the owner(s) intend to continue development of the claim.

The reason that the annual assessment work has not been performed is:

Names of claimants

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Owner(s)

Address ( if changed )

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Dated: \_\_\_\_\_

Owner(s)

**TITLE**  
 NOTICE OF INTENT TO RESCIND CONVEYANCE TO LIFE CARE PROVIDER

**PURPOSE**  
 To evidence the intent by a grantor to rescind a conveyance of real property to a life care provider

**REQUIREMENTS**

1. Name(s) of grantor(s)
2. Name of life care provider
3. Recording reference to deed
4. Description / identification of real property
5. Statement of intent to rescind conveyance
6. Signature(s) of grantor(s)
7. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 H & S - 1793.11  
 Govt - 27287(ack), 27288(parties affected), 27361.6(rec. ref.)

**COMMENTS**  
 Original deed should have contained statement that conveyance was subject to rescission by grantor within 90 days of transfer

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Care provider Grantee = Original grantor	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**NOTICE OF INTENT TO RESCIND CONVEYANCE TO LIFE CARE PROVIDER**

I, \_\_\_\_\_, having executed a deed to \_\_\_\_\_, a duly licensed life care provider dated \_\_\_\_\_, and recorded \_\_\_\_\_ in the Official Records of the Recorder of the County of \_\_\_\_\_, State of California under Recorders Series No. \_\_\_\_\_, and in which deed the grantor reserved the right to rescind said deed within 90 days by an instrument in writing, duly acknowledged and recorded. Said deed conveyed the real property described as follows:

The undersigned grantor does hereby rescind said deed and declares that henceforth said deed shall not have any further force and effect having been rescinded by this instrument, executed, acknowledged, and recorded.

Dated: \_\_\_\_\_ Grantor

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** CANCELLATION OF NOTICE OF POWER TO SELL  
TAX - DEFAULTED PROPERTY

**PURPOSE**  
To cancel an invalid Notice of Power to Sell Tax - Defaulted Property

**REQUIREMENTS**

1. Name(s) of taxpayer(s)
2. Recording reference to Notice of Power to Sell
3. Signature of Tax Collector
4. Signature acknowledged by County Clerk

**FEES** Free

**LEGAL REFERENCES**  
R & T - 4992,  
Govt - 27361.6(rec.ref.)

**COMMENTS**

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor = Tax Collector Grantee = Taxpayer	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CANCELLATION OF NOTICE OF POWER TO SELL  
TAX - DEFAULTED PROPERTY**

Which was declared to be tax - defaulted for the  
nonpayment of delinquent property taxes for the  
Fiscal Year 19 \_\_\_\_\_ - \_\_\_\_\_, Default Number \_\_\_\_\_

Assessors Parcel Number \_\_\_\_\_

I, the Tax Collector of \_\_\_\_\_  
County, State of California, declare that the Notice of Power to Sell Tax - Defaulted property referred  
to herein, is invalid. Therefore, in accordance with Section 4992 of the Revenue and Taxation Code  
and with approval of the county auditor, I hereby cancel said Notice of Power to Sell Tax - Defaulted  
Property which was recorded

on \_\_\_\_\_, under Instrument Number \_\_\_\_\_, in Volume \_\_\_\_\_

at page \_\_\_\_\_, Official Records of said county. The property herein was assessed to

Executed by:

\_\_\_\_\_  
Tax Collector

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**NOTICE OF LIEN - LIFE CARE PROVIDER**

**PURPOSE**  
 To evidence a lien against a life care provider to secure the performance of all obligations of a provider to a transferor (resident requiring care)

**REQUIREMENTS**

1. Name(s) of provider(s)
2. Name of transferor for whom lien is being recorded
3. Description / identification of real property of provider
4. Signature of Department of Social Services official

**FEES**  
 Free

**LEGAL REFERENCES**  
 H & S - 1793.15

**COMMENTS**  
 This code section provides for the State Department of Social Services to release this document. Fee for the release would be \$11.00.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Life care provider Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF LIEN - LIFE CARE PROVIDER**

IN ACCORDANCE WITH the State of California Health & Safety Code Section 1794.10, the undersigned Department of Social Services hereby places a lien against the real property described below for the amount indicated plus additional accrual until the date of payment.

Health Care Provider :

Transferor :

Description :

Dated : \_\_\_\_\_

\_\_\_\_\_  
 Department of Social Services official

**TITLE**  
NOTICE OF RIGHT TO CURE DEFAULT - MEMBERSHIP CAMPGROUND

**PURPOSE**  
To evidence that the holder of an encumbrance on a membership campground will provide other encumbrance holders with 30 days notice before proceeding with a foreclosure

**REQUIREMENTS**

1. Name(s) of encumbrance holder(s) / beneficiary(ies)
2. Name of membership campground operator / trustor
3. Description / identification of real property
4. Statement regarding right to cure default
5. Signature(s) of encumbrance holder(s)
6. Signature(s) acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
CC - 1812.309(a)(4)  
Govt - 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Beneficiary, operator, owner	

RECORDING REQUESTED BY	
AND WHEN RECORDED MAIL TO	
NAME STREET ADDRESS CITY & STATE ZIP	

SPACED ABOVE THIS LINE FOR RECORDERS USE ONLY

**NOTICE OF RIGHTS TO CURE  
DEFAULT - MEMBERSHIP CAMPGROUND**

I, \_\_\_\_\_ as the holder of a **blanket encumbrance** on a membership campground which is superior to any hypothecation loan do hereby give the following notice:

In the event of a default on the blanket encumbrance the holder of any junior hypothecation loan shall have 30 days in which to cure the default. After 30 days the blanket encumbrance holder will proceed with foreclosure action.

Trustor : ( membership campground operator )  
Trustee :  
Beneficiary : ( blanket encumbrance holder )  
Dated :  
Recorded :  
Book : Page : of Official Records of the County of

Dated : \_\_\_\_\_ Encumbrance holder

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**NON - DISTURBANCE AGREEMENT - CAMPGROUND**

**PURPOSE**  
 To evidence an agreement between a trustor and a beneficiary regarding campground membership rights

**REQUIREMENTS**

1. Name(s) of membership camping operator(s) / owner(s)
2. Name(s) of holder(s) of encumbrance(s) / beneficiary(ies)
3. Description / identification of real property
4. Statements regarding the priority of rights of purchasers
5. Signature(s) of membership camping operator(s)
6. Signature(s) of holder(s) of encumbrance(s)
7. Signatures acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 1812.309(1) & (4)  
 Govt - 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = All parties signing Grantee = Other parties named	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE OR \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NON - DISTURBANCE AGREEMENT - CAMPGROUND**

This agreement is entered into by \_\_\_\_\_, Membership Campground Operator and \_\_\_\_\_, Holder of an Encumbrance on a Campground located on the following described property \_\_\_\_\_

The above named parties agree that the following Campground Membership rights will be upheld during the course of the encumbrance dated \_\_\_\_\_ and recorded in the Official Records of the Recorder's Office of \_\_\_\_\_ County, State of California under Recorder's Series Number \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
 Campground operator

\_\_\_\_\_  
 Encumbrance holder

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** MEMBERSHIP CAMPGROUND CONVEYANCE \*

**PURPOSE** To evidence the sale, lease, or assignment of a membership campground operator's or owner's interest

**REQUIREMENTS**

1. Name(s) of transferor(s)
2. Name(s) of transferee(s)
3. Description / identification of real property
4. Statements regarding the rights of campground members
5. Signatures of transferor(s) and transferee(s)
6. Signatures acknowledged

Document type may require Preliminary Change of Ownership Report and permits \$20 penalty per Assessor / Recorder agreement

**FEES** \* Regular fee and possible Documentary Transfer Tax transaction

**LEGAL REFERENCES** CC - 1812.308(a)  
Govt - 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Seller Grantee = Buyer	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**MEMBERSHIP CAMPGROUND CONVEYANCE**

The undersigned grantor(s) declare(s):  
Documentary transfer tax is \$ \_\_\_\_\_  
( ) computed on full value of property conveyed, or  
( ) computed on full value less value of liens and encumbrances remaining at time of sale  
( ) Unincorporated area: ( ) City of \_\_\_\_\_

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,  
hereby GRANT(S) to  
the following described real property in the County of  
State of California:

The following rights of campground members will be guaranteed by the Transferee

Dated: \_\_\_\_\_

SAW

\_\_\_\_\_  
Transferor(s)

\_\_\_\_\_  
Transferee(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
 LOW COST HOUSING OBLIGATION AGREEMENT

**PURPOSE**  
 To evidence an obligation by the purchaser of low cost housing to maintain a housing development affordable to persons of low income

**REQUIREMENTS**

1. Name(s) of party(ies)
2. Description / identification of real property
3. Signature of agreeing parties
4. Signatures acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Govt - 65863.11(d)(2)(indexing), 27287 (ack),  
 R & T - 18041.5(a)&(b), 24955(a)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE, ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**LOW COST HOUSING OBLIGATION AGREEMENT**

I / We \_\_\_\_\_ being the purchaser(s) of the real property located at \_\_\_\_\_ County of \_\_\_\_\_ State of California and described as follows:

consent and agree to maintain the assisted housing development located on the above described property as low cost housing affordable to persons or families of lower income or very low income for either a period of 30 years from the date of this sale or the remaining term of the existing Federal government assistance, whichever is greater.

Dated: \_\_\_\_\_ Agreeing party(ies)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** CERTIFICATE - LOW COST HOUSING

**PURPOSE** To certify that an owner of real property has complied with the legal provisions for the sale of low cost housing

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Signature of owner(s)
4. Verification(s)

**FEES** Regular

**LEGAL REFERENCES** Govt - 65863.11(n) (Recording & Indexing)  
CCP - 751.24 (verification), 2003 (oath),  
2015.5 (unsworn statement)

**COMMENTS**

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor = Owner	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET ADDRESS  
CITY & STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CERTIFICATE - LOW COST HOUSING**

I / We \_\_\_\_\_ owner(s) of an assisted housing development, do hereby certify that all requirements have been met prior to the sale of the real property described as follows:

All requirements of Government Code Section 65863.10 have been met.

Property was offered for sale to all qualified entities. No qualified entity made a bona fide offer to purchase.

Dated: \_\_\_\_\_ Owner(s)

9

APPROPRIATE VERIFICATION SHOULD APPEAR HERE

**TITLE**  
 CERTIFICATE OF UNPAID CHARGES - IRRIGATION DISTRICT

**PURPOSE**  
 To evidence unpaid charges for water and other services

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Address(es) of owner(s)
3. Amount of unpaid charges
4. Signature of local agency official

**FEES**  
 Free, lien notification may be required

**LEGAL REFERENCES**  
 Water - 25806(a)(2)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**CERTIFICATE FOR UNPAID CHARGES**

In accordance with the provisions of Section 25806, of the Water Code of the State of California, the undersigned \_\_\_\_\_ Secretary of the \_\_\_\_\_ Irrigation District, hereby certifies as follows:

1. The amount of unpaid charges for water and other services, according to the records of the \_\_\_\_\_ Irrigation District is \$ \_\_\_\_\_
2. The name(s) and address(es) of the persons liable therefore are \_\_\_\_\_

Notice is hereby given that Water Code Section 25806(a)(2) provides in part as follows:  
 "From the time of recordation of the certificate, the amount required to be paid, together with interest penalty, constitutes a lien upon all real property in the county owned by the person or afterwards, and before the lien expires, acquired by him."

Dated: \_\_\_\_\_ Local agency official \_\_\_\_\_

**TITLE** SEISMIC HAZARD MAP

**PURPOSE**  
To evidence the existence of a seismic hazard zone

**REQUIREMENTS**  
To be developed by the State Mining and Geology Board

**FEES** Free

**LEGAL REFERENCES**  
PR - 2696(b), 2696(c)(posting)

**COMMENTS**  
Requires that public notice be posted within five days of receipt of the map identifying the location of the map and the effective date of the notice

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = For posting only	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**SEISMIC HAZARD MAP**

**RECORDERS' NOTICE : A SEISMIC HAZARD MAP HAS BEEN FILED WITH THE COUNTY PLANNING DEPARTMENT BY THE STATE MINING AND GEOLOGY BOARD ( POST NOTICE IN RECORDER'S OFFICE IF MAP HAS BEEN FILED IN YOUR COUNTY )**

**TITLE**  
 NOTICE OF ABATEMENT - SEISMIC BUILDING HAZARD

**PURPOSE**  
 To evidence the commencement of abatement proceedings of a seismic building hazard

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Work to be done
4. Signature of local agency official or appointed receiver

**FEES**  
 \* Regular

**LEGAL REFERENCES**  
 H & S - 17980.1(c)(1), 17980.1(1) (fee)  
 Govt - 6103.12 (fee), 27288.1 (parties affected)

**COMMENTS**  
 \* Recorder may charge a fee for this document

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF ABATEMENT - SEISMIC BUILDING HAZARD**  
 (Health & Safety Code 17980.1)

NOTICE IS HEREBY GIVEN that the County of \_\_\_\_\_ acting through \_\_\_\_\_, Chief Building Official, has commenced a proceeding to abate a seismic building hazard located at : \_\_\_\_\_ California.

Assessor's Parcel Number \_\_\_\_\_

Owned by \_\_\_\_\_ and more particularly described as follows:

The nature of the seismic building hazard is :

Dated : \_\_\_\_\_ Local agency official



**TITLE** NOTICE OF LIEN - SEISMIC BUILDING HAZARD

**PURPOSE** To evidence a lien against real property to recover the cost of abating a seismic building hazard

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Name of agency
3. Description / identification of real property
4. Assessor's Parcel Number
5. Amount of lien
6. Date of order
7. Signature of local agency official

**FEES** \* Regular fee plus lien fee if applicable

**LEGAL REFERENCES**  
 H & S - 17980.2(b), 17980.1(i) (fee)  
 Govt - 6103.12 (fee), 27288.1 (parties affected)

**COMMENTS**  
 \* Recorder may charge a fee for this document

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**NOTICE OF LIEN - SEISMIC BUILDING HAZARD**

WHEREAS, a duly noticed public hearing was conducted by the \_\_\_\_\_ Department of the County of \_\_\_\_\_ on the question of whether or not a seismic building hazard in violation of local Ordinance \_\_\_\_\_ existed, and

WHEREAS, it was determined that such violation did exist and such violation was ordered abated on \_\_\_\_\_ and \_\_\_\_\_

WHEREAS, the violation was abated by the County of \_\_\_\_\_ or \_\_\_\_\_ and

WHEREAS, the cost of such abatement amounted to \$ \_\_\_\_\_

NOW, THEREFORE, be it known that an Abatement Lien exists on the property owned by \_\_\_\_\_ and described as follows:

Assessor's Parcel Number \_\_\_\_\_

The amount of such lien shall be \$ \_\_\_\_\_ plus interest and other costs which may hereafter become due.

Dated: \_\_\_\_\_  
 \_\_\_\_\_  
 Local agency official

**TITLE**  
ORDER APPOINTING RECEIVER - SEISMIC BUILDING HAZARD

**PURPOSE**  
To evidence the appointment of a receiver for the purpose of abating a seismic building hazard

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Name of receiver
3. Description / identification of real property
4. Certified by Clerk of Court

**FEES**  
\* Regular

**LEGAL REFERENCES**  
H & S - 17980.1(g), 17980.1(i) (fee)  
Govt - 6103.12 (fee), 27288.1 (parties affected)

**COMMENTS**  
\* Recorder may charge a fee for this document

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Receiver	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**SUPERIOR COURT OF THE STATE OF CALIFORNIA  
IN AND FOR THE COUNTY OF \_\_\_\_\_**

In RE \_\_\_\_\_ )  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)  
\_\_\_\_\_)

**ORDER APPOINTING RECEIVER  
SEISMIC BUILDING HAZARD**

In the matter of :

Property Description :

IT IS ORDERED, ADJUDGED, AND DECREED THAT

Date \_\_\_\_\_

\_\_\_\_\_  
Judge of the Superior Court

**TITLE**  
**NOTICE OF ASSUMPTION OF TRANSFEROR'S DEBTS - BULK SALE**

**PURPOSE**  
 To evidence that the transferee of a bulk sale is assuming the debts of the transferor's business

**REQUIREMENTS**

1. Name(s) and address(es) of transferor(s) and transferee(s)
2. Statement that bulk sale has been made or is about to be made
3. Date of sale
4. Statement that transferee has assumed or will assume debts owed by transferor
5. Signature of transferee(s)

**FEES**  
 Regular

**LEGAL REFERENCES**  
 UCC - 6103(c)(9)(iv) & (c)(10)(iii) (notice by transferee),  
 6103(d) & (3) (contents)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Transferor Grantee = Transferee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE & ZIP \_\_\_\_\_

SPACIL ABOVE THIS LINE FOR RECORDERS USE ONLY

**NOTICE OF ASSUMPTION OF TRANSFEROR'S DEBTS - BULK SALE**

TO WHOM IT MAY CONCERN.

Notice is hereby given to the Creditors of \_\_\_\_\_ Transferor(s) whose business address is \_\_\_\_\_ County of \_\_\_\_\_ State of California, that a bulk sale has been made or is about to be made to \_\_\_\_\_ whose business address is \_\_\_\_\_ County of \_\_\_\_\_ State of California \_\_\_\_\_

The property being sold is located at \_\_\_\_\_ County of \_\_\_\_\_ State of California \_\_\_\_\_ Said property is described in general as: All stock in trade, fixtures, equipment and good will of that \_\_\_\_\_ business known as \_\_\_\_\_ and located at \_\_\_\_\_ County of \_\_\_\_\_ State of California \_\_\_\_\_

The bulk sale was / will be consumated on \_\_\_\_\_ The Transferee has assumed / will assume all debts owed by the Transferor.

Dated: \_\_\_\_\_ Transferee

**TITLE** NOTICE OF LIEN - NUISANCE ABATEMENT -- NOTICE OF LIEN - CONTAMINATED PROPERTY/MOBILEHOME/MANUFACTURED HOME: METHAMPHETAMINE

**PURPOSE**  
To evidence a lien against real property to recover the cost of abating a nuisance; determining contaminated property or a contaminated mobilehome/ manufactured home/RV

**REQUIREMENTS**

1. Name(s) and address(es) of owner(s)
2. Name of local agency
3. Registered owner(s) of mobilehome/manufactured home/RV(if applicable)\*
4. Description / identification of real property
5. Street address and Assessor's Parcel Number\*\*
6. Mailing & street address/space of manufactured home/mobile home or Vehicle Identification # of RV(if applicable)
7. Amount of lien
8. Date lien created / determined contaminated
9. Signature of local agency official
10. Signature Acknowledge

\*Owner or registered owner must be set out for Notice of Lien- Contaminated: Methamphetamine document  
\*\*Street address not required for Notice of Lien- Contaminated: Methamphetamine document

**FEES** \*\*\* Regular fee plus notification fee

**LEGAL REFERENCES**  
Govt - 38773.1(c)(1), 38773.1(c)(4),38773.2(d),38773.2(g) (fee) 54988(2)(c) 27287 (Ack) H&S 25400.22 (Contaminated Prop./mobilehome/manufactured home/RV), 25400.22(b)(1)(fee)

**COMMENTS**  
\*\* \*Recorder may charge a fee for the Notice of Lien - Nuisance Abatement  
\*\*\*Recorder shall charge a fee for the contaminated property: Methamphetamine document Property /Mobilehome/Manufactured Home/RV: Methamphetamine document

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF LIEN - NUISANCE ABATEMENT**

WHEREAS, a duly noticed public hearing was conducted by the \_\_\_\_\_ Department of the County of \_\_\_\_\_ on the question of whether or not a nuisance in violation of local Ordinance \_\_\_\_\_ existed and

WHEREAS, it was determined that such violation did exist and such violation was ordered abated on \_\_\_\_\_ and

WHEREAS, the violation was abated by the County of \_\_\_\_\_ on \_\_\_\_\_ and \_\_\_\_\_

WHEREAS, the cost of such abatement amounted to \$ \_\_\_\_\_ and

NOW, THEREFORE be it known that an Abatement lien exists on the property owned by \_\_\_\_\_ and described as follows

Street Address \_\_\_\_\_

Assessor's Parcel Number \_\_\_\_\_

The amount of such lien shall be \$ \_\_\_\_\_ plus interest and other costs which may thereafter become due.

Date: \_\_\_\_\_ Local agency official

**TITLE** RELEASE OF LIEN - NUISANCE ABATEMENT -- RELEASE OF LIEN - CONTAMINATED  
**PROPERTY:** /MOBILEHOME/MANUFACTURED HOME/RV: METHAMPHETAMINE

**PURPOSE**  
 To release property from the effect of a nuisance abatement lien or release property/mobilehome/  
 manufactured home/RV form a Notice of Lien - Contaminated: Methamphetamine

- REQUIREMENTS**
1. Name(s) of owner(s) or registered owner(s)
  2. Name of local agency
  3. Recording reference to Abatement Lien - Contaminated: Methamphetamine
  4. Description / identification of real property
  5. Street address and Assessor's Parcel Number\*
  6. Amount of lien\*
  7. Date of order / Date of recording Contaminated Prop. Lien
  8. Signature of local agency official
  9. Signature acknowledged

**FEES** Regular

**LEGAL REFERENCES**  
 Govt - 38773.1(c)(2), 38773.2(c), 27287(ack), 27361.6(rec. ref.)  
 H&S 25400.27 (Contaminated Property Release)

**COMMENTS**  
 \*Street address and Amount of Lien not required for  
 Release of Notice of Lien - Contaminated: Methamphetamine

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency Grantee = Owner	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**RELEASE OF LIEN - NUISANCE ABATEMENT**

WHEREAS, a duly noticed public hearing was conducted by the \_\_\_\_\_  
 Department of the County of \_\_\_\_\_ on the  
 question of whether or not a nuisance in violation of local Ordinance \_\_\_\_\_ existed  
 and

WHEREAS, it was determined that such violation did exist and such violation was ordered  
 abated on \_\_\_\_\_, and

WHEREAS, the violation was abated by the County of \_\_\_\_\_  
 on \_\_\_\_\_, and

WHEREAS, the cost of such abatement amounted to \$ \_\_\_\_\_  
 and

WHEREAS, the full amount of the lien has now been paid.

NOW, THEREFORE, be it known that the Abatement Lien recorded on \_\_\_\_\_  
 at Official Record Number \_\_\_\_\_ against the property owned by \_\_\_\_\_  
 and described as follows.

Street Address \_\_\_\_\_

Assessor's Parcel Number \_\_\_\_\_

is hereby released.

Date \_\_\_\_\_

Local agency official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
 NOTICE OF LIEN - DESIGN PROFESSIONAL

**PURPOSE**  
 To evidence a lien for design professionals where no actual work of construction is commenced

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Name of design professional
3. Description / identification of real property
4. Amount of lien
5. Building permit number, or other proof of governmental approval
6. Signature of design professional
7. Verification

**FEES**  
 Regular fee plus lien fee if applicable

**LEGAL REFERENCES**  
 CC - 3081.3(c), CCP - 2003 (oath), 2015.5 (unsworn statement)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Design professional	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**NOTICE OF LIEN - DESIGN PROFESSIONAL**

The undersigned \_\_\_\_\_ Claimant  
 claims a Design Professional lien upon the following described real property \_\_\_\_\_

City of \_\_\_\_\_ County of \_\_\_\_\_ California

The sum of \$ \_\_\_\_\_ together with interest thereon at the rate of \_\_\_\_\_ percent per annum from \_\_\_\_\_ is due claimant (after deducting all just credits and offsets) for the following work and materials furnished by claimant \_\_\_\_\_

Claimant furnished the work and materials at the request of, or under contract with \_\_\_\_\_

The owner(s) or reputed owner(s) of the property are \_\_\_\_\_

The building permit number is \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
 Design professional

APPROPRIATE VERIFICATION SHOULD APPEAR HERE

**TITLE**  
**AMENDMENT TO NOTICE OF SPECIAL TAX LIEN**

**PURPOSE**  
 To evidence an amendment, modification of, or annexation to the boundaries of a Community Facilities District or a change in the authorization to levy a special tax, issue bonds or finance facilities or services.

**REQUIREMENTS**

1. Names of owners
2. Assessor's parcel number for each affected parcel
3. Reference to book, page and recording date of original or previous amendment(s)
4. Statement of changes
5. Signature of clerk of legislative body

**FEES**  
 Regular

**LEGAL REFERENCES**  
 S & H - 3114.5(c)(indexing), 3117.5, 3116(fee)  
 GC 27361.6

**COMMENTS**  
 Assessment Map book and page numbers must be cross indexed

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Community Facilities District (cross ref. to Assessment Map)	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**AMENDMENT TO NOTICE OF SPECIAL TAX LIEN**

Pursuant to the requirements of Streets and Highways Code Section 3117.5 the undersigned \_\_\_\_\_ of the \_\_\_\_\_ County of \_\_\_\_\_ State of California hereby gives notice that the following is a statement as to the amendment(s), modification(s), or annexation(s) to the boundaries of the above community facilities district or a change in the authorization to levy a special tax, issue bonds or financing of facilities or services:

All owners and Assessor Parcel Numbers identified in Exhibit A attached are subject to this Amendment to the Notice of Special Tax Lien as originally recorded or lastly amended on \_\_\_\_\_ and filed for record in or at Map Book / Book / Series No. \_\_\_\_\_ at Page \_\_\_\_\_ in the office of the County Recorder, County of \_\_\_\_\_ State of California.

Dated: \_\_\_\_\_  
 Clerk of the Legislative Body

**TITLE**  
**NOTICE OF NONCOMPLIANCE - SUBSTANDARD BUILDING**

**PURPOSE**  
 To evidence a lien against real property for substandard rental property

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property including Assessor's Parcel Number
3. Statement of tax consequences (as determined by Franchise Tax Board)
4. Signature of local agency official
5. Signature acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 R & T - 17274(C)(3), 24436.5(C)(3) & (2)  
 Govt - 27287 (ack)

**COMMENTS**  
 Fee for the recording of this lien is provided in the above section

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**NOTICE OF NONCOMPLIANCE - SUBSTANDARD BUILDING**

Notice is hereby given that pursuant to Revenue and Taxation Code Sections 17274 and 24436.5 the building on the following described property has been determined by the \_\_\_\_\_ Regulatory Agency to be in violation with state law or local codes dealing with health, safety or building.

Legal description:

Assessor Parcel No.

Owner(s) name:

Notwithstanding any other provisions to the contrary as may be cited in the aforementioned code sections in the case of a taxpayer who derives rental income from substandard housing located in this state, no deduction shall be allowed for interest, taxes, depreciation, or amortization paid or incurred in the taxable year with respect to the substandard housing.

Name of Agency \_\_\_\_\_

Date: \_\_\_\_\_  
 \_\_\_\_\_  
 Local agency official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
NOTICE OF COMPLIANCE - SUBSTANDARD BUILDING

**PURPOSE**  
To evidence the release of the effect of a Notice of Noncompliance

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Recording reference to Notice of Noncompliance
3. Description / identification of real property including Assessor's Parcel Number
4. Statement of tax consequences
5. Signature of local agency official
6. Signature acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
R & T - 17274(c)(3), 24436.5(c)(3)  
Govt 27287(ack), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency Grantee = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR REVENUE DEPT. ONLY

**NOTICE OF COMPLIANCE - SUBSTANDARD BUILDING**

Notice is hereby given that pursuant to Revenue and Taxation Code Sections 17274 and 24436.5 the building on the following described property has been determined by the \_\_\_\_\_ Regulatory Agency to have been brought to a condition of compliance pursuant to state law or local codes dealing with health, safety or building.

Legal description:

Assessor Parcel No.

Owner(s) name:

Notwithstanding any other provisions to the contrary as may be cited in the aforementioned code sections, in the case of a taxpayer who derives rental income from housing located in this state, appropriate deductions shall be allowed for interest, taxes, depreciation, or amortization paid or incurred in the taxable year with respect to housing that has been determined as being in compliance.

Name of Agency: \_\_\_\_\_

Date: \_\_\_\_\_  
Local agency official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>HAZARDOUS WASTE LIEN</b>
--------------	-----------------------------

<b>PURPOSE</b>	To evidence a lien against real property for the discharge of a hazardous waste on the owner's or nearby property
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of owner(s) causing hazard</li> <li>2. Name(s) of owner(s) of other affected property</li> <li>3. Description / identification of real property of owner and other affected property, including both Assessor's Parcel Numbers</li> <li>4. Signature of local agency official</li> <li>5. Signature acknowledged</li> </ol>
---------------------	---

<b>FEES</b>	Free
-------------	------

<b>LEGAL REFERENCES</b>	H&S - 25365.6(d), Govt - 27287(ack)
-------------------------	-------------------------------------

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner of site Grantee = Public Agency	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	
SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY	

**HAZARDOUS WASTE LIEN**

Notice is hereby given by the State Department of Health Services that owner(s) of the subject real property located in the County of \_\_\_\_\_ State of California and more specifically described as follows:

Assessor Parcel Numbers Affected: \_\_\_\_\_

are liable for all costs and damages incurred in the removal and remedial actions necessary to abate a hazard on the aforementioned site. This lien for recovery of costs is recorded pursuant to Health and Safety Code Section 25365.6 and shall have the full force, effect and priority of a judgment lien.

Date: \_\_\_\_\_

\_\_\_\_\_  
Local agency official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**TIMBERLAND CONVERSION PERMIT**

**PURPOSE**  
 To evidence the permission of the Department of Forestry  
 for conversion of timberland to other land use

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Signature of State Forestry official
4. Signature acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 PR - 4622, Govt 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = State Forestry Grantee = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**TIMBERLAND CONVERSION PERMIT NO. \_\_\_\_\_**

Forest District \_\_\_\_\_ Administrative Unit \_\_\_\_\_

Issued to \_\_\_\_\_

This permit exempts the permittee from the stocking and timber cutting requirements of the Forestry Practice Act and the related Board of Forestry regulations (including the forest practice rules) of the above named Forest District. All other requirements of the Forest Practice Act, and related rules and regulations shall apply. The exemption shall apply to the area described as follows, shown in detail in the attached plot, and consisting of \_\_\_\_\_ acres of timberland.

Subdivision \_\_\_\_\_ Sec \_\_\_\_\_ Twp \_\_\_\_\_ Rng \_\_\_\_\_ B&M \_\_\_\_\_

This permit is issued in accordance with Public Resources Code Sections 4621 - 4628, and the Board of Forestry regulations adopted pursuant thereto. This permit shall be valid from the date recorded with the \_\_\_\_\_ County Recorder, and shall expire on December 31, \_\_\_\_\_ unless renewed before expiration date.

Dated: \_\_\_\_\_  
 Sacramento, California

State Forestry official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE  
 (Format of NOTICE to be prescribed by the Department of Forestry and Fire Protection)

**TITLE**  
 REVOCATION OF TIMBERLAND CONVERSION PERMIT

**PURPOSE**  
 To evidence the revocation of a Timberland Conversion Permit for failure to conform to the intent of the conversion

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Recording reference to permit
3. Description / identification of real property
4. Signature of State Forestry official
5. Signature acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 PR - 4626, Govt 27287(ack), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Permit holder Grantee = State Forestry	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THE LINE FOR RECORDER'S USE ONLY

**REVOCATION OF TIMBERLAND CONVERSION PERMIT**

Forest District \_\_\_\_\_ Administrative Unit \_\_\_\_\_

Issued to \_\_\_\_\_

Subdivision \_\_\_\_\_ Sec \_\_\_\_\_ Twp \_\_\_\_\_ Rng \_\_\_\_\_ B&M \_\_\_\_\_

Notice is hereby given by the Director, State of California, Department of Forestry and Fire Protection that Timberland Conversion Permit No. \_\_\_\_\_ is revoked for misrepresentation of the facts in the application or conversion plan, for failure to conform with the provisions of the conversion plan and the timber harvesting plan (including conditions set through environmental review) and because significant work has not been accomplished in accord with the conversion plan within the past 18 months.

This revocation shall commence with the date of recording with the County Recorder of \_\_\_\_\_ County, State of California

Dated \_\_\_\_\_  
 Sacramento, California

State Forestry official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE  
 (Format of NOTICE to be prescribed by the Department of Forestry and Fire Protection)

**TITLE** CANCELLATION OF BOND

**PURPOSE**  
To evidence the cancellation, revocation or withdrawal of a bond

**REQUIREMENTS**

1. Filed with the County Clerk's Office
2. Name of principal
3. Recording reference to Bond

**FEES** Regular \*

**LEGAL REFERENCES**  
Govt - 26849.1(Notary), 27361.6(rec. ref.)  
B-P 22455(a)(3) Photocopier 22353(a)(d) Process Server  
6405(d) Unlawful Detainer Assistant, Legal Document Assistant

**COMMENTS**  
\* Fee may be collected by County Clerk's Office

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Principal	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

### BOND - NOTICE OF CANCELLATION

Please take notice that \_\_\_\_\_ elects to cancel the below described bond.

Kind of Bond \_\_\_\_\_

Bond No. \_\_\_\_\_ Effective date of Bond \_\_\_\_\_

Reason for cancellation \_\_\_\_\_

Cancellation to become effective \_\_\_\_\_ days after receipt of this notice.

Date: \_\_\_\_\_

By \_\_\_\_\_ Attorney - in - fact

**TITLE**  
**NOTICE OF NONRENEWAL**

**PURPOSE**  
 To evidence the nonrenewal of an agreement between a landowner and a city or county regarding land designated as an agricultural preserve

**REQUIREMENTS**

1. Names(s) of owner(s)
2. Recording reference to Ag Preserve Contract
3. Description / identification of real property
4. Signature(s) of owner(s) or Clerk of the Board of Supervisors, or Clerk of the City Council
5. Signature(s) acknowledged\*

**FEES**  
 Free

**LEGAL REFERENCES**  
 Govt - 51245, 27287(ack), 27288.1(names), 27361.6(rec. ref.)

**COMMENTS**  
 \*No acknowledgement required for Clerk of the Board signature if GC 25103 is followed

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner, Public Agency	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**NOTICE OF NONRENEWAL**

This is to notify the County of \_\_\_\_\_ City of \_\_\_\_\_ or the following named landowner(s) that the land conservation contract described below will not be renewed as of January 1, \_\_\_\_.

Land Conservation Contract No. \_\_\_\_\_

Agricultural Preserve No. \_\_\_\_\_

Assessor's Parcel No(s) \_\_\_\_\_

Original Owner(s) \_\_\_\_\_

Current Owner(s) \_\_\_\_\_

(All original and current owners must be listed.)

Signature and mailing address of each current owner

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Dated: \_\_\_\_\_ Clerk of the Board / City Council

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
NOTICE OF WITHDRAWAL OF NONRENEWAL

**PURPOSE**  
To evidence the withdrawal of a Notice of Nonrenewal pertaining to an agreement between a landowner and a city or county regarding an agricultural preserve

**REQUIREMENTS**

1. Names(s) of owner(s)
2. Recording reference to Notice of Nonrenewal
3. Signature(s) of owner(s)
4. Signature of Clerk of the Board of Supervisors or Clerk of the City Council
5. Signatures acknowledged

**FEES**  
Free

**LEGAL REFERENCES**  
Govt - 51245, 27287(ack), 27288.1(names), 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO:

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF WITHDRAWAL OF NONRENEWAL**

This is to notify the County of \_\_\_\_\_, City of \_\_\_\_\_ or the following named landowner(s) that the Notice of Nonrenewal recorded \_\_\_\_\_, 19 \_\_\_\_\_ in Book \_\_\_\_\_, Page \_\_\_\_\_ Recorder's Series No. \_\_\_\_\_ in the office of the County Recorder of \_\_\_\_\_ County, State of California is hereby withdrawn.

Dated: \_\_\_\_\_  
\_\_\_\_\_  
Landowner(s)  
\_\_\_\_\_  
Clerk of the Board / City Council

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

<b>TITLE</b>	<b>GRANT OF ASSIGNMENT</b>
--------------	----------------------------

<b>PURPOSE</b>	To perfect, except as specified in law, the assignment of rents, issues and profits of real property given as additional security
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Names(s) of grantor(s)/assignors</li> <li>2. Name(s) of grantee(s)/assignee(s)</li> <li>3. Description / identification of real property interest assigned</li> <li>4. Statement that interest assigned is given as additional security</li> <li>5. Signature(s) of grantor(s)/assignor(s)</li> <li>6. Signatures acknowledged</li> </ol>
---------------------	---

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	CC - 2938.1, Govt - 27287(ack), 27288.1(names)
-------------------------	--

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Assignor Grantee = Assignee	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	_____  _____  _____  _____
SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY	

**GRANT OF ASSIGNMENT**

The undersigned \_\_\_\_\_, assignor, hereby assigns to \_\_\_\_\_, assignee, as additional security, all rents, issues and profits pertaining to that certain Deed of Trust recorded on \_\_\_\_\_ 19\_\_\_\_ in Book \_\_\_\_\_ at Page \_\_\_\_\_ Recorder's Series No. \_\_\_\_\_ Official Records of the County Recorder, County of \_\_\_\_\_ State of California and more particularly described as follows

Dated : \_\_\_\_\_ Assignor

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
NOTICE OF LIEN - WATER POLLUTION CLEANUP AND ABATEMENT

**PURPOSE**  
To evidence a lien against real property to recover the cost of abating a water condition of pollution or nuisance

**REQUIREMENTS**

1. Name(s) of Owner(s)
2. Description / identification of real property
3. Amount of lien
4. Signature of agency official
5. Signature(s) acknowledged

**FEES**  
Free

**LEGAL REFERENCES**  
Water - 13304, 13305, Govt - 27287(ack)

**COMMENTS**

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET ADDRESS  
CITY & STATE ZIP

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF LIEN - WATER POLLUTION  
CLEANUP AND ABATEMENT**

In accordance with the State of California Water Code, \_\_\_\_\_ a governmental agency, hereby claims a lien for costs actually incurred in abating and cleaning up the affects of water pollution over that certain parcel of property owned by \_\_\_\_\_

and more particularly described as follows

Upon recordation of this lien it shall have the same force, effect and priority as a judgment lien except that it attaches only to the property posted and described in this Notice of Lien, and shall continue for 10 years from the time of the recording of this notice, unless sooner released or otherwise discharged.

A lien in the amount of \$ \_\_\_\_\_ is claimed for abating and cleaning up the affects of water pollution over the foregoing described property.

Dated: \_\_\_\_\_

Agency official: \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**RESOLUTION OF HISTORICAL RESOURCES DESIGNATION**

**PURPOSE**  
 To evidence the establishment of an historical designation for an individual property

**REQUIREMENTS**

1. Original or certified copy of resolution by designating entity
2. Name(s) of owner(s)
3. Name of designating entity
4. Specific historical resources designation
5. Description / identification of real property
6. Signature of designating entity official

**FEES**  
 Free

**LEGAL REFERENCES**  
 Govt - 27288.2, PRC - 5029(d)(indexing)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner, Public Agency & Resolution No. (if given)	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE OF \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**RESOLUTION OF HISTORICAL RESOURCES DESIGNATION**

Upon motion duly made, seconded and carried, by the Directors of the State Historic Resources Commission or other designating entity,

IT IS HEREBY RESOLVED that the property owned by \_\_\_\_\_  
 and more particularly described as follows:

has been designated as a specific historical resource.

Dated: \_\_\_\_\_  
 Designating agency official

54

**TITLE**  
**RESOLUTION OF CONFIRMATION OF DELINQUENT CHARGES**

**PURPOSE**  
 To evidence a lien against real property by a County for nonpayment of garbage and wastecharges

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Certified copy of resolution of confirmation of delinquent charges

**FEES**  
 Free

**LEGAL REFERENCES**  
 Govt - 25828(d)(garbage), 25831(waste), 27288.1(names)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDLER'S USE ONLY

**RESOLUTION OF CONFIRMATION OF DELINQUENT CHARGES**

Upon motion duly made, seconded and carried, by the Board of Supervisors of the County of \_\_\_\_\_ and  
 IN ACCORDANCE WITH the State of California Government Code Sections 25828(d) and 25831  
 the Board hereby places a lien against the following parcel of land for the amount indicated  
 below plus additional accrual until date of payment:

Owner(s) : \_\_\_\_\_

Property description : \_\_\_\_\_

Amount of Delinquent fee : \_\_\_\_\_

Dated: \_\_\_\_\_  
 Chairperson, Board of Supervisors

**TITLE**  
**NOTICE OF UTILITY LIEN - PARK AND RECREATION**

**PURPOSE**  
 To evidence a lien against real property for nonpayment of utility services provided by the Dept. of Parks and Recreation or the Dept. of General Services

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / Identification of real property
3. Amount of unpaid charges
4. Description of services provided
5. Period during which services were provided
6. Verified statement of compliance with notice requirements
7. Signature of local agency official

**FEES**  
 Free

**LEGAL REFERENCES**  
 PR - 5003.7, Govt - 27288.1(names)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF UTILITY LIEN - PARK AND RECREATION**

IN ACCORDANCE WITH the State of California Public Resources Code Section 5003.7, the undersigned agency official hereby places a lien against the following parcel for nonpayment of utility services:

Owner(s) : \_\_\_\_\_

Description : \_\_\_\_\_

Amount of unpaid charges : \_\_\_\_\_

Description of services provided : \_\_\_\_\_

Period of service : \_\_\_\_\_

Dated \_\_\_\_\_ Local agency official

<b>TITLE</b>	<b>NOTICE OF UTILITY LIEN</b>
--------------	-------------------------------

<b>PURPOSE</b>	To evidence a lien against real property by a public entity for nonpayment of utility, sewer & refuse charges
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of owner(s)</li> <li>2. Name of public agency</li> <li>3. Description / Identification of real property</li> <li>4. Signature of local agency official</li> </ol>
---------------------	---

<b>FEES</b>	Free
-------------	------

<b>LEGAL REFERENCES</b>	H & S -5473.11 (utility); 6520.12(sewer) Govt 27288.1 (names); GC 25828(d) (refuse)
-------------------------	---

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY
---	--

**NOTICE OF UTILITY LIEN**

IN ACCORDANCE WITH the State of California Health and Safety Code Section 5473.11, the undersigned agency official hereby places a lien against the following parcel for nonpayment of utility services :

Owner(s) : \_\_\_\_\_

Description : \_\_\_\_\_

Public entity : \_\_\_\_\_

Dated : \_\_\_\_\_  
Local agency official

**TITLE**  
 NOTICE OF SEWER LIEN - ASSESSMENT DISTRICT

**PURPOSE**  
 To evidence a lien against real property by an assessment district for nonpayment of sewer charges

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Address(es) of owner(s)
3. Description / Identification of real property
4. Amount of lien
5. Signature of local agency official

**FEES**  
 Free

**LEGAL REFERENCES**  
 H & S - 6520.12, Govt - 27288.1(names)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDING USE ONLY

**NOTICE OF SEWER LIEN - ASSESSMENT DISTRICT**

IN ACCORDANCE WITH the State of California Health and Safety Code Section 6520.12 the undersigned agency official hereby places a lien against the following described real property for nonpayment of sewer charges :

Parcel No. : \_\_\_\_\_

Owner(s) : \_\_\_\_\_

Owner(s) Address : \_\_\_\_\_

Amount of delinquent fee : \_\_\_\_\_

Dated : \_\_\_\_\_

Local agency official

**TITLE**  
NOTICE OF INTEREST IN REAL PROPERTY UNDER A WILL

**PURPOSE**  
To evidence a claim of interest in real property by a devisee under the will of a deceased spouse

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / Identification of real property
3. Statement that claimant is a named devisee of decedent
4. Indexing instructions
5. Signature of person claiming interest
6. Signature acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
Probate - 13541(indexing), Govt - 27287(ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Party claiming interest	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE AND ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF INTEREST IN PROPERTY OF DECEASED SPOUSE**

I, The undersigned, declare that

1. I am declaring an interest in the following described real property:

2. This interest is claimed under the will of \_\_\_\_\_ deceased and I declare that I am named as a devisee in said will.

3. The above property is presently held in the name of \_\_\_\_\_ husband and wife.

**INDEXING INSTRUCTIONS:** The Recorder is hereby instructed to index this document with the names of the owners of the property as grantors and the declarant as grantee.

Dated: \_\_\_\_\_  
Claimant

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**AFFIDAVIT RE REAL PROPERTY OF SMALL VALUE ( \$20,000 OR LESS )**

**PURPOSE**  
 To evidence the claim of a successor's interest in real property of small value( \$20,000 or less ) upon the death of an owner

**REQUIREMENTS**

1. Name of decedent
2. Name(s) of successor
3. Certified by Clerk of the Court

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Probate - 13202(indexing), Govt - 27287(ack)

**COMMENTS**  
 A certified copy from the court clerk may be issued without the attachments

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Decedent Grantee = Successor in interest	

ATTORNEY OR PARTY WITHOUT ATTORNEY	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF STREET ADDRESS MAILING ADDRESS CITY AND ZIP CODE BRANCH NAME	
MATTER OF (NAME)	
AFFIDAVIT RE: REAL PROPERTY OF SMALL VALUE (\$20,000 OR LESS)	
	FOR COURT USE ONLY

**AFFIDAVIT RE REAL PROPERTY OF SMALL VALUE (\$20,000 or Less)**  
 is a form prescribed by the Judicial Council of the State of California

This form may be purchased from the  
 Office of the Clerk of the Superior Court or  
 Office of the County Clerk / Clerk of the Superior Court

This form may also be available from the following sources:

- Local legal newspaper services
- Local law libraries
- Judicial Council of the State of California

**TITLE** NOTICE OF AWARD OF CONTRACT IN PROPOSED ASSESSMENT DISTRICT

**PURPOSE** To provide notice to property owners in an assessment district that a work of construction is about to begin and that property in the district will be subject to the cost of the improvements

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Name of assessment district
3. Description / Identification of real property
4. Notice of fact of assessment
5. Signature of Clerk of legislative body

**FEES** \* Regular

**LEGAL REFERENCES** Public Contract - 20420

**COMMENTS** \* The code provides for payment of recording fee by district

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Assessment District	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF AWARD OF CONTRACT IN PROPOSED ASSESSMENT DISTRICT**

Pursuant to the requirements of Section 20420 of the Public Contract Code, notice is hereby given that a contract has been awarded by \_\_\_\_\_ for \_\_\_\_\_ (Legislative body) to \_\_\_\_\_ (Contractor) for \_\_\_\_\_ (Nature of Improvement) in \_\_\_\_\_ (improvement or assessment) District No. \_\_\_\_\_ and relating to the following described real property \_\_\_\_\_

This shall constitute notice to all persons that all property within the boundaries of the proposed assessment district shall be assessed at the time of the confirmation of the assessment under the appropriate California code section to pay the costs of improvement in proportion to the benefits which said property receives from the improvement, notwithstanding the acquisition of any such property by the state or any of its agencies, or by any county, city municipality or other public or municipal corporation. Reference is made to the minutes of the action taken by \_\_\_\_\_ (Legislative body) on file in my office for full particulars.

Date: \_\_\_\_\_ Clerk of Legislative body

**TITLE**  
 NOTICE OF RESCISSION OF TRUSTEE'S DEED

**PURPOSE**  
 To evidence the rescission of a trustee's deed when invalidated by a pending bankruptcy or other legal action

**REQUIREMENTS**

1. Name(s) of Trustor(s) and Beneficiary(ies)
2. Description of Deed of Trust
3. Recorder's reference to both Trustee's Deed and Deed of Trust
4. Description / Identification of real property subject to Deed of Trust
5. Reason for rescission
6. Signature(s) of Trustee(s)
7. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC-1058.5

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Trustee, beneficiary / purchaser Grantee = Trustor	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF RESCISSION OF TRUSTEE'S DEED**

I, \_\_\_\_\_, acting as Trustee for \_\_\_\_\_ Beneficiary under that certain Deed of Trust executed \_\_\_\_\_, 19\_\_\_\_ to \_\_\_\_\_ Trustor, and recorded \_\_\_\_\_, 19\_\_\_\_ in Book \_\_\_\_\_, Page \_\_\_\_\_ in the Official Records of the County Recorder of \_\_\_\_\_ County and acting as Grantor under that certain Trustee's Deed executed \_\_\_\_\_, 20\_\_\_\_ to \_\_\_\_\_ Grantee and recorded \_\_\_\_\_, 20\_\_\_\_ in Book \_\_\_\_\_, Page \_\_\_\_\_ in the Official Records of the County Recorder of \_\_\_\_\_ County, do hereby rescind the foregoing Trustee's Deed because of a pending bankruptcy or other legal action.

The property subject to the aforementioned Deed of Trust is more particularly described as follows:

\_\_\_\_\_  
 Trustee(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**NOTICE OF NONACCEPTANCE OF A RECORDED DEED**

**PURPOSE**  
 To evidence the nonacceptance, by a security interest holder,  
 of a deed recorded by a real property owner

- REQUIREMENTS**
1. Name(s) of holder(s) of security interest
  2. Description of security interest
  3. Description / Identification of real property
  4. Name(s) of party(ies) to the deed
  5. Date of recordation of deed
  6. County in which subject property is located
  7. Assessor's Parcel Number referenced in deed
  8. Signature(s) of holder(s) of security interest
  9. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC-1058.5, Govt - 27287(ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Person signing / beneficiary Grantee = Grantor from deed in lieu	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**NOTICE OF NONACCEPTANCE OF A RECORDED DEED**

I/We \_\_\_\_\_ security interest holder(s) under a \_\_\_\_\_  
 dated \_\_\_\_\_, 20\_\_ and recorded \_\_\_\_\_, 20\_\_ in Book \_\_\_\_\_  
 Page \_\_\_\_\_ in the Official Records of the County Recorder of \_\_\_\_\_ County hereby declare  
 my/our nonacceptance of that certain Deed from \_\_\_\_\_ Grantor  
 to \_\_\_\_\_ Grantee, dated \_\_\_\_\_, 20\_\_ and recorded  
 \_\_\_\_\_, 20\_\_ in Book \_\_\_\_\_ Page \_\_\_\_\_ in the Official Records of the County Recorder  
 of \_\_\_\_\_ County  
 The aforementioned property is located in \_\_\_\_\_ County and its Assessor's Parcel Number  
 \_\_\_\_\_ Said property is more particularly described as follows:

Dated \_\_\_\_\_ Security interest holder(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
RESIGNATION OF TRUSTEE

**PURPOSE**  
To evidence the resignation of a Trustee from a trust

**REQUIREMENTS**

1. Name(s) of resigning trustee(s)
2. Recorder's reference to trust / deed
3. Signature (s) of resigning trustee(s)
4. Signatures acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
Govt - 27280, 27287 (ack), 27288.1 (parties affected), 27361.6 (rec. ref.)

**COMMENTS**  
See page 280 - Affidavit Successor Trustee

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Trustee	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**RESIGNATION OF TRUSTEE**

I/We \_\_\_\_\_ Trustee(s) of the \_\_\_\_\_ Trust  
dated \_\_\_\_\_, 20\_\_\_\_ and recorded \_\_\_\_\_, 20\_\_\_\_ in Book \_\_\_\_\_  
Page \_\_\_\_\_ in the Official Records of the County Recorder of \_\_\_\_\_ County do hereby  
give notice of my/our resignation as Trustee(s).

Dated \_\_\_\_\_

Resigning Trustee(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
**GRANT OF LIEN**

**PURPOSE**  
 To evidence the voluntary grant of a lien secured by real property in exchange for services provided by a public agency or private party

**REQUIREMENTS**

1. Name(s) of debtor(s)
2. Name(s) of creditor(s)
3. Description / Identification of real property
4. Signature(s) of debtor(s)
- \*5. Signature(s) acknowledged

\*Proof by subscribing witness not acceptable (witness acknowledgment)

**FEES**  
 Regular (Free if to a public agency)

**LEGAL REFERENCES**  
 Govt - 27280, 27287 (ack), 27288.1 (names of parties)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner / grantor Grantee = Claimant / Public Agency / Grantee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECODERS USE ONLY

**GRANT OF LIEN**

I/We, \_\_\_\_\_, owner(s) of the property described in that certain Deed from \_\_\_\_\_, Grantor to \_\_\_\_\_, Grantee dated \_\_\_\_\_, 20\_\_\_\_, and recorded \_\_\_\_\_, 20\_\_\_\_ in Book \_\_\_\_\_ Page \_\_\_\_\_ in the Official Records of the County Recorder of \_\_\_\_\_ County do hereby grant a lien to \_\_\_\_\_ for services provided.

\_\_\_\_\_  
 Signature(s) of Debtor(s)

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
 NOTICE OF MOBILEHOME CONVERSION TO A  
 FIXTURE IMPROVEMENT TO REAL PROPERTY

**PURPOSE**  
 To evidence that an escrow agent has complied with legal provisions for the conversion of a mobilehome to a fixture improvement to real property.

**REQUIREMENTS**

1. Name(s) of property owner(s)
2. Description / identification of real property
3. Statement that mobilehome has been converted to a fixture and improvement in accordance with legal provisions
4. Signature(s) of owner(s)
5. Signature of agent / representative of mobilehome park ownership

**FEES**  
 Regular

**LEGAL REFERENCES**  
 H & S - 18555(indexing)

**COMMENTS**  
 HCD Form 433(c)

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE & ZIP \_\_\_\_\_

TRACE ABOVE THIS LINE FOR RECORDER USE ONLY

**NOTICE OF MANUFACTURED MOBILEHOME CONVERSION TO A  
 FIXTURE IMPROVEMENT TO REAL PROPERTY**

Recording of this document at the request of the escrow agent indicated it is in accordance with the California Health and Safety Code, Section 18555. This document is evidence that such escrow agent has complied with the provisions of Section 18555 for conversion of the manufactured home to a fixture improvement to the real property described with certainty below, as of the date of recording. When recorded, this document shall be indexed by the county recorder to the name of the owner of the real property and shall be deemed to give constructive notice as to its contents to all persons thereafter dealing with the real property.

MANUFACTURED HOME OWNER(S)	MANUFACTURER'S NAME
MAILING ADDRESS	DATE OF MANUFACTURE
CITY COUNTY STATE ZIP	SERIAL NUMBERS
SIGNATURE(S) OF OWNER(S) MAKING APPLICATION	LEGAL OWNER OF RECORD
NAME OF RESIDENT OWNED	JUNIOR LIEN HOLDER OF RECORD
LOCATION ADDRESS	ESCROW COMPANY NAME
MAILING ADDRESS	ESCROW AGENT'S NAME
CITY COUNTY STATE ZIP	MAILING ADDRESS
	CITY STATE ZIP
AUTHORIZE SIGNATURE OF THE AGENT OR REPRESENTATIVE OF THE RESIDENT OWNERSHIP, CERTIFYING THAT THE APPLICANT FOR CONVERSION IS A PARTICIPANT IN THE RESIDENT OWNERSHIP	AUTHORIZED SIGNATURE OF THE AGENT / AGENCY, CERTIFYING UNDER PENALTY OF PERJURY THAT THE PROVISIONS OF HEALTH AND SAFETY CODE SECTION 18555 HAVE BEEN COMPLIED WITH
REAL PROPERTY LEGAL DESCRIPTION	ASSIGNORS PARCEL NUMBER

**TITLE**  
NOTICE OF LIEN - STATE MEDI - CAL

**PURPOSE**  
To create a lien upon the equity interest in real property to secure the assets of the beneficiary for future recovery

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Signature of authorized state agent

**FEES**  
Free

**LEGAL REFERENCES**  
W & I - 14006(b)(5)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF STATE MEDI - CAL LIEN**

STATE CASE NUMBER:  
MEDI - CAL RECIPIENT  
RECIPIENT ID NUMBER  
RECIPIENT DATE OF BIRTH  
RECIPIENT DATE OF DEATH  
SURVIVING SPOUSE'S NAME  
PROPERTY ADDRESS

ASSESSORS PARCEL NO.  
OWNER(S) OF RECORD  
LIEN AMOUNT

The DEPARTMENT OF HEALTH SERVICES OF THE STATE OF CALIFORNIA hereby certifies that the ESTATE of the above named Medi - Cal recipient is liable to the STATE OF CALIFORNIA for the cost of medical assistance paid on his or her behalf. This LIEN is for the cost of medical services rendered to the above named recipient and paid by the Medi - Cal program during \_\_\_\_\_  
The amount to be paid to the state is limited to the amount of this lien or the value of the estate, whichever is less. Please contact the Department before satisfying this lien to determine the correct amount of reimbursement.

The authority for this LIEN is the California Welfare and Institutions Code, Section 14009.5, which states, in part, that "The department shall place a lien against the decedent's interest in the real property of a surviving spouse in the amount of the department's entitlement. The lien shall become due and payable upon the death of the surviving spouse or upon the sale, transfer, or exchange of the real property."

IN WITNESS WHEREOF, the STATE OF CALIFORNIA, DEPARTMENT OF HEALTH SERVICES has duly authorized the undersigned to execute this notice in its name.

DATED \_\_\_\_\_ BY \_\_\_\_\_  
Signature of authorized state agent

**TITLE** AFFIDAVIT OF LACK OF KNOWLEDGE OF  
TERMINATION OF POWER

**PURPOSE** To evidence that an attorney - in - fact, at the time of the  
exercise of power, did not have actual knowledge of the  
termination of the power by death / incapacity of the principal

**REQUIREMENTS**

1. Name of principal
2. Name of attorney - in - fact
3. Statement that attorney - in - fact did not have at the  
time of the exercise of power, actual knowledge  
of the termination of the power by revocation or by the  
principal's death or incapacity
4. Signature of attorney - in - fact
5. Signature verified

**FEES** Regular

**LEGAL REFERENCES** Probate 4305(a), CCP - 2015.5(verif.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Principal, Attorney - in - fact	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**AFFIDAVIT OF LACK OF KNOWLEDGE OF  
TERMINATION OF POWER**

I, \_\_\_\_\_, declare as follows

1. I am the Attorney - in - Fact for \_\_\_\_\_ pursuant to a Power of Attorney  
dated \_\_\_\_\_
2. I am executing this affidavit in relation to a loan for \$ \_\_\_\_\_ to be secured  
by a Deed of Trust on property located at \_\_\_\_\_
3. At the time I exercised this power, I did not have any actual knowledge of the termination of the  
power by revocation or by \_\_\_\_\_'s death or incapacitation

I declare under penalty of perjury that the foregoing is true and correct, and that this declaration is executed  
on \_\_\_\_\_, 20\_\_\_\_, in the city of \_\_\_\_\_  
County of \_\_\_\_\_, State of \_\_\_\_\_

\_\_\_\_\_  
Signature of Attorney - in - Fact

APPROPRIATE VERIFICATION SHOULD APPEAR HERE

**TITLE**  
 NOTICE OF GRAFFITI NUISANCE ABATEMENT LIEN

**PURPOSE**  
 To evidence a lien against real property for recovery of various local agency graffiti abatement costs

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Address(es) of owner(s)
3. Description / identification of real property
4. Street address
5. Assessor's parcel number
6. Amount of lien
7. Name of liening agency
8. Date of abatement order
9. Signature of local agency official
10. Signature acknowledged

**FEES**  
 Regular fee plus lien fee if applicable

**LEGAL REFERENCES**  
 Govt - 38773.2, 27287(ack), 27297.5

**COMMENTS**  
 Release of lien or notice of discharge has same requirements

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF GRAFFITI NUISANCE ABATEMENT LIEN**

WHEREAS, a duly noticed public hearing was conducted by the \_\_\_\_\_ Department of the \_\_\_\_\_ on the question of whether or not a nuisance in violation of local Ordinance \_\_\_\_\_ exists, and

WHEREAS, it was determined that such violation did exist and such violation was ordered abated on \_\_\_\_\_ and

WHEREAS, the violation was abated by the \_\_\_\_\_ on \_\_\_\_\_ and \_\_\_\_\_

WHEREAS, the cost of such abatement amounted to \$ \_\_\_\_\_ and

NOW, THEREFORE be it known that an Abatement lien exists on the property owned by \_\_\_\_\_ and residing at \_\_\_\_\_ being more specifically described as follows:

Street Address of abatement \_\_\_\_\_

Assessor's Parcel Number \_\_\_\_\_

The amount of such lien shall be \$ \_\_\_\_\_ plus interest and other costs which may thereafter become due.

Date: \_\_\_\_\_ Local agency official \_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
 CERTIFICATE OF SALE BY COUNTY TREASURER

**PURPOSE**  
 To evidence the sale of tax delinquent real property by and to a county treasurer as trustee for a reclamation district

**REQUIREMENTS**

1. County treasurers name
2. County treasurers name as trustee
3. Reclamation district name
4. Description / identification of real property
5. Signature of county treasurer

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Water - 51611

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Name of Treasurer, District name Grantee = Name of Treasurer as trustee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**CERTIFICATE OF SALE BY COUNTY TREASURER**

This is to certify that on \_\_\_\_\_, 20\_\_\_\_, that certain real property in the City of \_\_\_\_\_ County of \_\_\_\_\_ State of California owned by \_\_\_\_\_ and more particularly described as:

\_\_\_\_\_ was sold to the County Treasurer of \_\_\_\_\_ County as trustee for the \_\_\_\_\_ Reclamation District.

Said sale was made pursuant to the provisions of Section 51611 of the Water Code of the State of California.

Dated \_\_\_\_\_ Signature of County Treasurer \_\_\_\_\_

<b>TITLE</b>	<b>NOTICE OF ATTACHMENT</b>
--------------	-----------------------------

<b>PURPOSE</b>	To notify a party being served with a Writ of Attachment of the specific property being attached and held as security in the event a judgment is rendered
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name of defendant and other person with interest in real property</li> <li>2. Name of plaintiff</li> <li>3. Description / identification of real property being attached</li> <li>4. Capacity in which person is notified</li> <li>5. Notified person's rights and duties</li> <li>6. Signature of levying officer or registered process server</li> <li>7. Copy of Writ of Attachment affixed to Notice of Attachment</li> </ol>
---------------------	---

<b>FEES</b>	Regular fee plus lien fee if applicable
-------------	---

<b>LEGAL REFERENCES</b>	CCP - 488.060, 488.315 (real property), 488.325 (crops)
-------------------------	---

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Defendant, Other parties Grantee = Levying officer	

<input type="checkbox"/> ATTORNEY OR PARTY WITHOUT ATTORNEY (Name and Address) <small>The filing is made by and for:</small>	<input type="checkbox"/> JUDICIAL COUNCIL OF THE STATE OF CALIFORNIA
<input type="checkbox"/> ATTORNEY FOR JUDGMENT / CREDITOR	<input type="checkbox"/> JUDICIAL COUNCIL OF THE STATE OF CALIFORNIA
NAME OF COURT: STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PLAINTIFF:  DEFENDANT:	
<b>NOTICE OF ATTACHMENT</b>	
<b>TO THE PERSON NOTIFIED (NAME)</b>	
1. Plaintiff in this action seeks to attach property in which the defendant has an interest. The property is described in the accompanying Writ of Attachment and Order for Issuance of Writ of attachment.	
2. You are notified as <input type="checkbox"/> a defendant <input type="checkbox"/> a person other than defendant (state capacity in which person is being notified)	
(Read information for Defendant or Information for Person Other than Defendant reverse.)	
3. A notice was filed with the <input type="checkbox"/> Secretary of State <input type="checkbox"/> Department of Motor Vehicles <input type="checkbox"/> Department of Housing and Community Development	
LEVYING OFFICER (NAME)  COURT CLERK (NAME)	

1. Plaintiff in this action seeks to attach property in which the defendant has an interest. The property is described in the accompanying Writ of Attachment and Order for Issuance of Writ of attachment.
  2. You are notified as
    - a defendant
    - a person other than defendant (state capacity in which person is being notified)
- (Read information for Defendant or Information for Person Other than Defendant reverse.)
3. A notice was filed with the
    - Secretary of State
    - Department of Motor Vehicles
    - Department of Housing and Community Development

**NOTICE OF ATTACHMENT**  
 is a form prescribed by the Judicial Council of the State of California

This form may be purchased from the  
 Office of the Clerk of the Superior Court or  
 Office of the County Clerk / Clerk of the Superior Court

This form may also be available from the following sources:

Local legal newspaper services  
 Local law libraries  
 Judicial Council of the State of California

- Notice of Attachment was
- mailed on (date)
  - delivered on (date)
  - posted on (date)
  - filed on (date)
  - recorded on (date)

Signed by:

Levying officer       Registered process server

**TITLE**  
STATEMENT OF DELINQUENT SECURITY DEPOSIT

**PURPOSE**  
To evidence a lien against real property for nonpayment of a security deposit

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Name of public agency
3. Description / identification of real property
4. Amount of unpaid security deposit
5. Signature of local agency official
6. Signature(s) acknowledged

**FEES**  
Free

**LEGAL REFERENCES**  
Govt - 43008, 27287 (ack), 27288.1 (names)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**STATEMENT OF DELINQUENT SECURITY DEPOSIT**

IN ACCORDANCE WITH the State of California Government Code Section 43008, the undersigned agency official hereby places a lien against the parcel and for the amount indicated below plus additional accrual until the date of payment.

Parcel Number : \_\_\_\_\_

Owner(s) : \_\_\_\_\_

Owner(s) Address : \_\_\_\_\_

Site Address : \_\_\_\_\_

Amount of Delinquent Security Deposit : \_\_\_\_\_

Name of Public Agency : \_\_\_\_\_

Date : \_\_\_\_\_

\_\_\_\_\_  
Local agency official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
CERTIFICATE OF ORGANIZATION - FIRE COMPANY

**PURPOSE**  
To evidence the organization of a fire company in an unincorporated town

**REQUIREMENTS**

1. Date of organization
2. Name of fire company
3. Names of officers
4. List of active and honorary members
5. Signature of company foreman or presiding company officer
6. Signature of company secretary

**FEES**  
Regular

**LEGAL REFERENCES**  
H & S - 14825 - 14827

**COMMENTS**  
Board of Supervisors determination may be attached

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Fire Company name	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SCALE ABOVE THIS LINE FOR RECORDERS USE ONLY

### CERTIFICATE OF ORGANIZATION

On the \_\_\_\_\_, of \_\_\_\_\_, 19\_\_\_\_  
the \_\_\_\_\_ fire company was organized in the county  
\_\_\_\_\_ State of California \_\_\_\_\_

The following are officers of the aforementioned fire company:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The following is a list of the active and honorary members of the aforementioned company:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Company foreman or presiding company officer

\_\_\_\_\_  
Company secretary

**TITLE**  
BOND - COUNTY AND JUDICIAL OFFICERS

**PURPOSE**  
To bond county and judicial officers for official performance  
in compliance with state law

**REQUIREMENTS**

1. Name of principal
2. Approval of presiding judge of the Superior Court
3. Signature of surety

**FEES**  
Free

**LEGAL REFERENCES**  
Govt - 1457, 1458, 1460.1 (fee)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Principal Surety(optional)	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE ZIP \_\_\_\_\_

Amount \$ \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**OFFICIAL BOND**

KNOW ALL MEN BY THESE PRESENTS

That \_\_\_\_\_  
as principal, and the ( name of the insuring company ), a corporation of the State of \_\_\_\_\_  
having its principal office in the City of \_\_\_\_\_ as surety, are held and firmly  
bound unto the \_\_\_\_\_  
in the penalty of \_\_\_\_\_ dollars \$ \_\_\_\_\_  
to the payment whereof, well and truly to be made and done, the principal binds himself, his heirs, executors  
and administrators, and the surety binds itself, its successors and assigns, jointly and severally, firmly by these  
presents.  
Signed, sealed and dated this \_\_\_\_\_ day of \_\_\_\_\_  
nineteen hundred and \_\_\_\_\_  
The condition of the foregoing obligation is such that, whereas, the principal was elected or appointed

Now, therefore, if the principal shall, during the term \_\_\_\_\_  
beginning on the \_\_\_\_\_ day of \_\_\_\_\_ 19 \_\_\_\_\_ well and  
faithfully perform all and singular the duties incumbent on him by reason of his election or appointment as  
aforesaid, and honestly account for all the moneys coming into his hands according to law, then this obligation  
shall be null and void, otherwise of full force and virtue.  
This bond is executed by the surety upon the following express condition, which shall be conditions precedent  
to the right of recovery hereunder:  
First: That regardless of the number of years this bond shall continue or be continued in force, or be renewed,  
and of the number of annual premiums and shall be payable or paid, the surety shall not be liable hereunder  
for more in aggregate than the above named penalty.  
Second: The surety may, if it shall so elect, cancel this bond by giving thirty ( 30 ) days notice in writing to

and this bond shall be deemed cancelled at the expiration of 30 days; the surety remaining liable, however,  
subject to all the terms, conditions and provisions of this bond for any act or acts covered by this bond which  
may have been committed by the principal up to the date of such cancellation; and the surety shall upon  
surrender of this bond and its release from all liability hereunder, refund the premium paid, less a pro rata thereof  
for the time this bond shall have been in force.  
Witness

As to principal \_\_\_\_\_ Principal  
By \_\_\_\_\_  
Presiding Judge of the Superior Court \_\_\_\_\_ Surety

**TITLE**  
**CERTIFICATE OF MERGER - LIMITED LIABILITY COMPANIES**

**PURPOSE**  
 To evidence the transfer of real property of a disappearing limited liability company to a surviving or consolidated limited liability company

**REQUIREMENTS**

1. Certificate of merger certified by the Secretary of State, or any other certificate as may be prescribed by the Secretary of State (California)

OR

A copy of the agreement of merger or certificate of merger, certified by the Secretary of State or an authorized public official of the state or place pursuant to the laws of which the merger is effected.

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CORP - 17556

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Merging limited liability company Grantee = New / remaining limited liability company	

LIMITED LIABILITY COMPANY CERTIFICATE OF MERGER					
<b>IMPORTANT - Read instructions before completing the form</b> This document is presented for filing pursuant to Section 17552(a) of the California Corporations Code					
1. Name of surviving entity	2. Type of entity	3. File number	4. Jurisdiction of organization		
5. Name of disappearing entity	6. Type of entity	7. File number	8. Jurisdiction of organization		
9. If a vote was required pursuant to Section 17551, enter each class entitled to vote and the percentage of vote required					
Surviving entity		Disappearing entity			
Each class entitled to vote	Percentage of vote required	Each class entitled to vote	Percentage of vote required		
If the surviving entity is a limited liability company, complete item 10 and proceed to item 11					
10. Requisite changes to the information set forth in the articles of incorporation of the surviving limited liability company					
If the surviving entity is a foreign limited liability company or other business entity, skip item 10 and complete items 11 through 15					
11. Address of the surviving limited liability company or other business entity					
Address	City	State	Zip code		
12. Information required to be stated in the certificate of merger pursuant to the laws under which each constituent (or an business entity) was formed					
13. Future effective date if any		14. Number of pages attached			
15. It is hereby declared that I am the person who executed this instrument, which execution is my act and deed. Attach additional signatures on separate pages					
				Signature of authorized person for the surviving entity	
				Type or print name and title	
Signature of authorized person for the disappearing entity					

<b>TITLE</b>	<b>ARTICLES OF ORGANIZATION - LIMITED LIABILITY COMPANIES</b>
<b>PURPOSE</b>	To evidence record ownership in the organization of all interests of a limited liability company in and to real property
<b>REQUIREMENTS</b>	1. A copy of the articles of organization certified by the Secretary of State
<b>FEES</b>	Regular
<b>LEGAL REFERENCES</b>	CORP - 17052(f)
<b>COMMENTS</b>	
<b>LOCAL USE</b>	
<b>INDEX</b>	<b>ORDINANCES / OPINIONS</b>
Grantor = Company name	

LIMITED LIABILITY COMPANY ARTICLES OF ORGANIZATION	
<b>IMPORTANT - Read instructions before completing the form</b> This document is presented for filing pursuant to Section 17050 of the California Corporations Code	
1. Limited liability company name	
2. Latest date on which the limited liability company is to dissolve	
3. The purpose of the limited liability company is to engage in any lawful act or activity for which a limited liability company may be organized under the Beverly - Killee Limited Liability company Act.	
4. Enter the name of initial agent for service of process and check the appropriate provision below	
_____ which is	
<input type="checkbox"/> an individual residing in California. Proceed to Item 5 <input type="checkbox"/> a corporation which has filed a certificate pursuant to Section 1505 of the California Corporations Code skip Item 5 and proceed to Item 6	
5. If the initial agent for process is an individual, enter a business or residential street address in California	
Street address _____	
City _____ State California Zip Code _____	
6. The limited liability company will be managed by ( check one )	
<input type="checkbox"/> one manager <input type="checkbox"/> more than one manager <input type="checkbox"/> stated liability company member	
7. If other matters are to be included in the articles of organization attach one or more separate pages.	
Number of pages attached, if any _____	
8. It is hereby declared that I am the person who executed this instrument, which execution is my act and deed.	
Signature of organizer _____	
Type or print name of organization _____	
Date _____, 19 ____	

**TITLE**  
DECLARATION OF TRANSMUTATION

**PURPOSE**  
To evidence a change in vesting of title to property held jointly or separately by a husband and / or wife

**REQUIREMENTS**

1. Name(s) of declarant(s)
2. Description / identification of real property
3. Signature(s) of declarant(s)
4. Signature(s) acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
Family - 852, Govt - 27287(ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Declarant	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

### TRANSMUTATION OF TITLE TO REAL PROPERTY

Assessor's Parcel Number \_\_\_\_\_

WHEREAS, \_\_\_\_\_  
presently hold the following described real property in/as \_\_\_\_\_

WHEREAS, they wish to convert title in said real property from \_\_\_\_\_  
to \_\_\_\_\_

THEY DO JOINTLY AGREE AS FOLLOWS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Dated \_\_\_\_\_

\_\_\_\_\_  
Declarant

\_\_\_\_\_  
Declarant

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE**  
 NOTICE OF CONSTRAINT - PUBLIC AGENCY

**PURPOSE**  
 To evidence constraints applied by a public agency regarding rent / lease control to a successor in interest of an owner who withdrew the accommodations from rent / lease

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description / identification of real property
3. Dates applicable to constraints
4. Signature of local agency official

**FEES**  
 Free

**LEGAL REFERENCES**  
 Govt - 7060.3

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**NOTICE OF CONSTRAINTS ON REAL PROPERTY**

Pusuant to Government Code Section 7060.2 a public agency has determined to apply constraints to successors in interest to an owner who has withdrawn residential accommodations for rent or lease.

The subject real property is owned by \_\_\_\_\_

The real property where the accommodations are located is specifically described as: \_\_\_\_\_

The date on which the accommodations are to be withdrawn from rent or lease is: \_\_\_\_\_

The constraints set forth in the following section apply to the property until the dates indicated:

Government Code Section 7060.2(a)  
 ( One year from date of withdrawal )

Government Code Section 7060.2. As long as property exists.

Government Code Section 7060.2  
 ( Ten years from date of withdrawal )

Property will no longer be subject to constraints on \_\_\_\_\_

Local agency official

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** BREEDER'S LIEN

**PURPOSE**  
To create a lien for unpaid breeding service fees

**REQUIREMENTS**

1. Name of owner(s) / reputed owner(s) of mare or cow
2. Description / identification of stallion, jack or bull providing service
3. Name(s) of owner(s) of stallion, jack or bull
4. Amount of lien
5. Description / identification of mare or cow
6. Date and place of service
7. Signature of claimant
8. Verification

**FEES** Regular

**LEGAL REFERENCES** CC - 3063

**COMMENTS**  
May be an involuntary lien. Lien recorded in county where mare or cow is kept.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner of mare(cow) Grantee = Claimant(owner of male animal)	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDER USE ONLY

### NOTICE OF BREEDERS LIEN

Name of owner(s) / reputed owner(s) of mare or cow

Description of stallion, jack or bull providing service

Name(s) of owner(s) of stallion, jack or bull

Amount of lien

Description of mare or cow

Date and place of service

Claimant

APPROPRIATE VERIFICATION SHOULD APPEAR HERE

<b>TITLE</b>	<b>DISCLAIMER OF INTEREST - PROBATE ESTATE</b>
--------------	--

<b>PURPOSE</b>	To disclaim an interest in a decedant's estate
----------------	--

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name(s) of declarant(s)</li> <li>2. Name(s) of decedent(s)</li> <li>3. Description / identification of real property</li> <li>4. Signature(s) of declarant(s)</li> <li>5. Signature(s) acknowledged</li> </ol>
---------------------	--

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	PROB - 280, Govt 27287 (ack)
-------------------------	------------------------------

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Declarant Grantee = Decedent	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY
--	--

**DISCLAIMER OF INTEREST**

Name(s) of declarant(s) \_\_\_\_\_

\_\_\_\_\_

Name(s) of decedent(s) \_\_\_\_\_

\_\_\_\_\_

Description of property \_\_\_\_\_

\_\_\_\_\_

Statement of fact \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Declarants

\_\_\_\_\_

\_\_\_\_\_

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE

**TITLE** NOTICE OF INTENT TO REMOVE DELINQUENT SPECIAL  
INSTALLMENT FROM TAX ROLL

**PURPOSE**  
To evidence the intent of a local agency to remove a delinquent  
special tax installment from the secured tax roll

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Name of local agency / legislative body
3. Description / identification of real property OR  
Assessor's parcel number
4. Tax year and specific installment
5. Title, address and telephone number of contact person
6. Signature of local agency official
7. Signature Acknowledged

**FEES** Regular

**LEGAL REFERENCES**  
Govt - 53356.2(b) recording; (d) fee; 27287 ack

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET \_\_\_\_\_  
ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF INTENT TO REMOVE DELINQUENT SPECIAL  
INSTALLMENT FROM TAX ROLL**

It is the intent of a local agency or legislative body to remove from the tax roll a delinquent special installment covering the following described property.

Name(s) of owner(s) \_\_\_\_\_

Name of local agency or legislative body \_\_\_\_\_

Description of real property \_\_\_\_\_

Assessor's Parcel Number \_\_\_\_\_

Tax year and specific installment being removed \_\_\_\_\_

Title, address and telephone number of contact person \_\_\_\_\_

Local agency or legislative official \_\_\_\_\_





**TITLE**  
 MAJORITY ACTION AFFIDAVIT

**PURPOSE**  
 To evidence an agreement to be governed by beneficiaries holding more than 50% interest in notes secured by deeds of trust

**REQUIREMENTS**

1. Names of beneficiaries
2. Statement that:  
 Affidavit is signed pursuant to Civil Code 2941.9  
 No signers are licensed real estate brokers  
 More than 50% of recorded beneficial interest is held by signers  
 Notice of action was sent by certified mail to each beneficiary
3. Recording reference to deed(s) of trust
4. Signature of Beneficiaries
5. Declaration under penalty of perjury

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CC - 2941.9, Govt - 27361.6(rec. ref.)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Beneficiary / affiant	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**MAJORITY ACTION AFFIDAVIT**

Name(s) of beneficiaries \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

The undersigned beneficiaries hereby declare that,

This affidavit is signed pursuant to Civil Code Section 2941.9

No signers are licensed real estate brokers

More than 50% of the recorded beneficial interest is held by the undersigned

A notice of action was sent by certified mail to each beneficiary

The subject deed of trust was executed \_\_\_\_\_ and recorded on \_\_\_\_\_ in Book \_\_\_\_\_ at Page \_\_\_\_\_, Instrument No. \_\_\_\_\_ Official records of \_\_\_\_\_ County, State of California.

Dated: \_\_\_\_\_



Beneficiaries: \_\_\_\_\_

APPROPRIATE VERIFICATION SHOULD APPEAR HERE

**TITLE** AFFIDAVIT OF RIGHT OF SURVIVING SPOUSE

**PURPOSE**  
To evidence a surviving spouse's right to dispose of community real property

**REQUIREMENTS**

1. Name of decedent
2. Statement that surviving spouse, personal representative, guardian of estate or conservator of surviving spouse's estate has the right to dispose of community real property
3. Statement that 40 days have elapsed since death of decedent
4. Description / identification of real property
5. Signature of affiant
6. Verification

**FEES** Regular

**LEGAL REFERENCES**  
Probate 13540, CCP 2003(oath), 2015 5(unsworn statement)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Spouse / affiant, decedent	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**AFFIDAVIT OF RIGHT OF SURVIVING SPOUSE**

The decedents name is \_\_\_\_\_

The decedent died on \_\_\_\_\_

At least 40 days have past since the death of the decedent

The description of the decedent's property is described as follows.

I, the undersigned am the surviving spouse, personal representative, guardian of the estate or conservator of the surviving spouse and as such I have the the full power to sell the above referenced property pursuant to Probate Code Section 13540

Date \_\_\_\_\_

\_\_\_\_\_  
Signature of affiant

APPROPRIATE VERIFICATION SHOULD APPPEAR HERE

**TITLE**  
 WITHDRAWAL OF FILED NOTICE OF FEDERAL TAX LIEN

**PURPOSE**  
 To evidence the withdrawal of a Federal Tax Lien

**REQUIREMENTS**

1. Name(s) of taxpayer(s)
2. Recording reference to tax lien
3. Signature of authorized federal agent

**FEES**  
 Regular

**LEGAL REFERENCES**  
 IRS Code - 6323(j), CCP - 2103, 2104(fee), Govt - 27361.6(rec. ref)

**COMMENTS**

LOCAL USE

INDEX	ORDINANCES / OPINIONS
Grantor = Internal Revenue Service Grantee = Taxpayer	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

\_\_\_\_\_  
SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**INTERNAL REVENUE SERVICE  
 WITHDRAWAL OF FILED NOTICE OF FEDERAL TAX LIEN**

On \_\_\_\_\_, a Notice of Federal Tax Lien, Serial Number \_\_\_\_\_  
 was filed in the \_\_\_\_\_ County Recorder's Office, Recorded Document Number \_\_\_\_\_  
 \_\_\_\_\_, against \_\_\_\_\_

This Notice of Federal Tax Lien is being withdrawn pursuant to the provisions of Section 6323(j) of the  
 Internal Revenue Code. Contact \_\_\_\_\_ at \_\_\_\_\_ if you have any questions.

\_\_\_\_\_  
 Authorized federal agent

**TITLE**  
STATEMENT OF HOMEOWNERS' ASSOCIATION

**PURPOSE**  
To facilitate the collection of assessments, fees and other similar charges imposed by a homeowners' association

**REQUIREMENTS**

1. Name of homeowners' association
2. Names of the owners of the real property
3. Recording reference to previously recorded statement
4. Signature of person designated or association officer
5. Signature acknowledged

\* Required if amending a previously recorded statement

**FEES**  
Regular

**LEGAL REFERENCES**  
CC - 1363.6, GC 27287

**COMMENTS**  
May contain much more information relating to HOA assessment

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Homeowners association / Management association	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

### STATEMENT OF HOMEOWNERS' ASSOCIATION

Name of the Homeowners' Association \_\_\_\_\_

Name(s) of the owner(s) of the real property \_\_\_\_\_

The following information is provided to facilitate the collection of assessments, fees and other similar charges

This statement amends that statement previously filed on \_\_\_\_\_ in the Office of the County Recorder of \_\_\_\_\_ County under series number \_\_\_\_\_

Dated \_\_\_\_\_  
Person designated or association officer

**TITLE**  
**RESTRICTIVE COVENANT MODIFICATION**  
**DEPT OF FAIR EMPLOYMENT & HOUSING**

**PURPOSE**  
 To allow the recordation of a document to strike out blatant racial restrictive covenants from a previously recorded document after the California Department of Fair Employment and Housing determines such language violated the fair housing laws and is void.

**REQUIREMENTS**

1. Signature of representative of California Department of Fair Employment and Housing
2. Identification of document and language in violation
3. Name of owner(s)
4. Address of property
5. Recording reference of document with unlawful restrictive covenant
6. Attach a copy of referenced document
7. Signature of owner(s)
8. Verification and signature acknowledged

\*May add up to 90 days processing time to get document modified

**FEES**  
 Regular

**LEGAL REFERENCES**  
 GC 12956.1, 27287(ack), 27361(rec.ref)

**COMMENTS**  
 A copy of the previously recorded document (i.e. CCR's, deed) may be attached to the Restrictive Covenant Modification. This is the only time a recorder will accept the alteration of a certified copy(the strike of portion)  
 See page 268 - Restrictive Covenant Modification

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
GRANTOR = Owner	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**RESTRICTIVE COVENANT MODIFICATION**

Pursuant to Government Code section 12956.1, restrictive covenants based on race, color, religion, sex, familial status, marital status, disability, national origin or ancestry violate state and federal fair housing laws and may be removed. Government Code section 12956.1, subdivision (c) (1), Authorizes the Department of Fair Employment and Housing to determine whether or not a document contains an unlawful restrictive covenant.

In accordance with Government Code section 12956.1, subdivision (c) (2), the Department of Fair Employment and Housing reviewed the language contained on page \_\_\_\_\_ line \_\_\_\_\_ of the following document: \_\_\_\_\_ It is the Department's determination that this language \_\_\_\_\_ language \_\_\_\_\_ violates state and federal fair housing laws and is void.

Accordingly, the applicant may strike out the void restrictive covenant identified above, complete the lower portion of this form, attach a copy of this entire page to the front of the document and cause the modified document to be recorded by the County Recorder, provided that all other requirements of recordation are met, including the payment for any recordation fees.

Date: \_\_\_\_\_  
 (DFEH Official) California Department of Fair Employment and Housing

I (We) \_\_\_\_\_ have an ownership interest of \_\_\_\_\_ record in the property located at \_\_\_\_\_ (address) that is the subject of this document. The Department of Fair Employment and Housing has determined that this document contains a restrictive covenant that violates the law and is void. Pursuant to section 12956.1 of the Government code, this document is being recorded solely for the purpose of eliminating that restrictive covenant as shown on pages \_\_\_\_\_ of the document recorded on \_\_\_\_\_ (date) in book \_\_\_\_\_ and page \_\_\_\_\_ of instrument number \_\_\_\_\_ of the official records of the County of \_\_\_\_\_. No other changes have been made.

If executed at any place, within or without this state:

I/We certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

\_\_\_\_\_  
 (Date and Place) (Owner(s) Signature(s))

STATE OF CALIFORNIA  
 COUNTY OF \_\_\_\_\_

On \_\_\_\_\_ before me \_\_\_\_\_ a Notary Public for said County and State, personally appeared \_\_\_\_\_ personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

**TITLE**  
RELEASE OF STATUTORY LIMITATION ON TRANSFER

**PURPOSE**  
To evidence that a Statutory Limitation on Transfer in a Continuing Care/Retirement Community Property is released

**REQUIREMENTS**

1. Name(s) of Interest Holder
2. Name(s) of Agency
3. Recording Reference to Notice of Statutory Limitation of Transfer
4. Statement that the interest described has been satisfied
5. Signature of Agency Official

**FEES**  
Government Release Fee

**LEGAL REFERENCES**  
H&S - 1779.4(aa); Govt - 27361.3 (fee)

**COMMENTS**  
Related documents; Memorandum of Interest in Continuing Care Retirement Community Property & Release of Statutory Limitation on Transfer

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Agency	
Grantor = Owner & Interest Holder	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE & ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

Release of Statutory Limitation on Transfer

This release made this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ by and between (Agency and Owner) of the property hereinafter described is filed under the provisions of Health and Safety Code section 1779.4(aa)(3).

This releases that Notice of Statutory Limitation on Transfer recorded on (date) under Instrument Number \_\_\_\_\_ in Book \_\_\_\_\_ at Page \_\_\_\_\_ of Official Records of the \_\_\_\_\_ County of \_\_\_\_\_ Covering the following described real property (insert the legal description and the assessor's parcel number of the real property to which this release

The (Agency) hereby releases the Statutory Limitation on Transfer and declares that performance of all statutory provisions and obligations to residents has been satisfied.

\_\_\_\_\_  
Signature of Agency Official

**TITLE**  
MEMORANDUM OF INTENT TO WITHDRAW RENT/LEASE ACCOMMODATIONS

**PURPOSE**  
To evidence the owner's intent to withdraw rental/lease accommodations that are subject to price control by a public entity.

**REQUIREMENTS**

1. Name of owner
2. Address/location of rental lease accommodation
3. Signature of owner
4. Verification
5. Acknowledgement

**FEES**  
REGULAR

**LEGAL REFERENCES**  
Govt. 7060.4; 27201(b); 27287 (ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
GRANTOR = Owner	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDING OFFICER'S USE

**MEMORANDUM OF INTENT TO WITHDRAW RENT/LEASE ACCOMMODATIONS**

This Memorandum is to give notice that \_\_\_\_\_ as owner(s) of the following described property, has filed a notice of intent to withdraw the rent/lease accommodation with the \_\_\_\_\_ (public agency)

Property description:

I declare under penalty of perjury that the foregoing is true and correct.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Owners(s)

STATE OF CALIFORNIA  
COUNTY OF \_\_\_\_\_

\_\_\_\_\_  
Local agency official

On \_\_\_\_\_ before me \_\_\_\_\_ a Notary Public for said County and State, personally appeared \_\_\_\_\_ personally known to me or proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that he is/they are the person(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

**TITLE**  
**NOTICE OF LIEN - ABANDONED MINED LAND**

**PURPOSE**  
 To evidence a lien against real property for the cost of completing the remediation/reclamation of abandoned mined lands.

**REQUIREMENTS**

1. Name of owner
2. Description/identification of real property
3. Amount of lien
4. Signature of local agency official
5. Signature acknowledged

**FEES**  
 Free

**LEGAL REFERENCES**  
 Public Resources Code 2796.5(f)(1); Govt. 27287 (ack)

**COMMENTS**  
 Upon recordation, it has the same force, effect, and priority as a judgement lien except it attaches only to the property posted and described in the lien.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
GRANTOR = Owner	
GRANTEE = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF LIEN - ABANDONED MINED LAND**

Whereas \_\_\_\_\_ public agency \_\_\_\_\_ had completed the remediation/reclamation of the abandoned mined land owned by located at \_\_\_\_\_ property address \_\_\_\_\_, and described as follows:

The cost of the remediation/reclamation amounted to \$ \_\_\_\_\_  
 Therefore, a lien has been placed in the property mentioned above in the amount of \$ \_\_\_\_\_

\_\_\_\_\_  
 Local agency official

STATE OF CALIFORNIA  
 COUNTY OF \_\_\_\_\_

On \_\_\_\_\_ before me \_\_\_\_\_ a Notary Public for said County and State, personally appeared \_\_\_\_\_ personally known to me or proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that he/she/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

**TITLE**  
 CERTIFICATE OF WITHDRAWAL OF TENTATIVE APPROVAL OF A  
 CANCELLATION OF CONTRACT

**PURPOSE**  
 To evidence the withdrawal of tentative approval to cancel an Agricultural Contract

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Recording reference of Certificate of Tentative Cancellation
3. Signature of Local Agency Official
4. Signature of Acknowledged

**FEES**  
 Free

**LEGAL REFERENCES**  
 Govt - 51283.4, 27287 (ack), 27361.6 (rec ref)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
GRANTOR = Owner	
GRANTEE = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE & ZIP \_\_\_\_\_

SPACE BELOW THIS LINE FOR RECORDER'S USE ONLY

CERTIFICATE OF WITHDRAWAL

Owner: \_\_\_\_\_  
 It is ordered that the Certificate of Tentative Approval recorded on date in the Official Records of the County of \_\_\_\_\_ ate Recorder's Number \_\_\_\_\_ is hereby withdrawn for lack of compliance to conditions as specified in said Certificate of Tentative Approval.

\_\_\_\_\_ Date

\_\_\_\_\_ Local Agency Official

STATE OF CALIFORNIA  
 COUNTY OF \_\_\_\_\_

On \_\_\_\_\_ before me \_\_\_\_\_ a Notary Public for said County and State, personally appeared \_\_\_\_\_ personally known to me or proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that he/her/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

**TITLE**  
**MEMORANDUM OF INTEREST IN CONTINUING CARE/RETIREMENT  
 COMMUNITY PROPERTY**

**PURPOSE**  
 To evidence that the Delcarant's leasehold or other interest in Continuing  
 Care/Retirement Community Property survives any transfer of the property Owner

**REQUIREMENTS**

1. Names(s) of Interest Holder
2. Name(s) of Owner
3. Description/Identification of real property with Assessor's Parcel Number
4. Statement that interest described survives any transfer of the property owner
5. Signature of Interest Holder
6. Signature Acknowledged

**FEES**  
 REGULAR

**LEGAL REFERENCES**  
 Related documents: H&S - 1779.4(aa); Govt - 27287 (ack)  
 Notice of Statutory Limitation on Transfer & Release of Statutory  
 Limitation on Transfer

**COMMENTS**  
 Recorded when interest holder of the continuing care/retirement community property  
 is not the record owner

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
GRANTOR = Owner	
GRANTEE = Public Agency	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR REFINOLP'S USE ONLY

**MEMORANDUM OF INTEREST IN CONTINUING/RETIREMENT COMMUNITY PROPERTY**

Notice is hereby given that the property described below is licensed, or (proposed to be licensed,) for use as a continuing care retirement community and accordingly, the use and transfer of the property is subject to the conditions and limitations as set forth in Sections 1773 and 1789.4 of the Health and Safety Code. Pursuant to statute, the interest of the applicants or continuing care provider survives any transfer of the property owner.

The real property which is legally owned by (insert the name of the legal owner) and is the subject of the statutory limitation to which this notice refers, is more particularly described as follows: (insert the legal description and the assessor's parcel number of the real property to which this notice applies.

\_\_\_\_\_  
 Signature of Interest Holder

\_\_\_\_\_ before me \_\_\_\_\_ a Notary Public for said County and State, personally appeared \_\_\_\_\_ personally known to me or proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that he/she/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

**TITLE**  
UCC National Correction Statement -UCC - 5

**PURPOSE**  
To evidence the correction of inaccurately or wrongfully filed UCC National Financing Statement (UCC-1) or UCC National Financing Statement Amendment

**REQUIREMENTS**

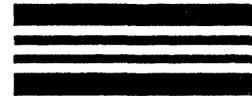
1. Initial filing information (document number)
2. Name of debtor(s) or record owner if different from debtor(s)
3. Name of secured party(ies)

**FEES**  
Standard National UCC form \$10 (1-2 pages); \$20 (3 or more pages)  
GC 27361.6 (Cross Reference)

**LEGAL REFERENCES**  
UCC 9501 et. Seq. 9516 (rejection); 9519 (Indexing); Govt 12194 (fee)

**COMMENTS**  
Original/Initial record must be cross referenced per UCC 9519(c)(1).  
Notification required when record is rejected per UCC 9516(b)

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
GRANTOR = Same as original filing (recording) UCC Reference	



**CORRECTION STATEMENT**

FOLLOW INSTRUCTIONS (front and back) CAREFULLY

**A NAME & PHONE OF PERSON FILING THIS STATEMENT (optional)**

**B SEND ACKNOWLEDGMENT TO (Name and Address)**

THE ABOVE SPACE IS FOR FILING OFFICE USE ONLY

1. Identification of the RECORD to which this CORRECTION STATEMENT relates

To TYPE OF RECORD	To FILE # OF ORIGINAL FINANCING STATEMENT
-------------------	---

2a.  RECORD is inaccurate.  
Provide the basis for the belief of the person identified in item 4 that the RECORD identified in item 1 is inaccurate and indicate the manner in which the person believes the RECORD should be amended to cure the inaccuracy.

2b.  RECORD was wrongfully filed.  
Provide the basis for the belief of the person identified in item 4 that the RECORD identified in item 1 was wrongfully filed.

3. If this CORRECTION STATEMENT relates to a RECORD filed (or recorded) in a filing office governed by Sections 9-501 through 9-504, provide the date (and time) on which the ORIGINAL FINANCING STATEMENT was filed (or recorded) in the above filing office.

To DATE	To TIME
---------	---------

4. NAME OF PERSON AUTHORIZING THE FILING OF THIS CORRECTION STATEMENT

4a. ORGANIZATION'S NAME			
4b. INDIVIDUAL'S LAST NAME	4c. FIRST NAME	4d. MIDDLE NAME	4e. SUFFIX

**TITLE**  
**RECEIVER'S CERTIFICATE LIEN**

**PURPOSE**  
 Constitutes a lien against real property for the expenses incurred in the execution of an abatement order, for work done in carrying out the abatement order, and for the costs incurred in recording the lien

**REQUIREMENTS**

1. Name(s) of Plaintiff
2. Name(s) of Defendant
3. Name(s) of Receiver
4. Date of the abatement order or the order of the court
5. Recording Reference to Order Appointing Receiver
6. Amount of Lien
7. Description/Identification of Real Property
8. Assessor's parcel number
9. Signature of Receiver(s)
10. Signature(s) acknowledged

**FEES**  
 Regular. Plus lien notification fee is applicable

**LEGAL REFERENCES**  
 Health and Safety 17980.2(b) (recording), Govt 27287 (ack.)  
 27297.5 (lien notice)

**COMMENTS**  
 None

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
GRANTOR = Debtor/Plaintiff GRANTEE = Creditor/Defendant and Receiver	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDED USE ONLY

**RECEIVER'S CERTIFICATE**

IN THE SUPERIOR COURT OF THE STATE OF CALIFORNIA  
 IN AND FOR THE COUNTY OF \_\_\_\_\_

Petitioner, \_\_\_\_\_ ) Case NO. \_\_\_\_\_  
 )  
 V ) Receiver's Certificate Number: \_\_\_\_\_  
 )  
 Respondent, \_\_\_\_\_ ) Parcel Number: \_\_\_\_\_  
 )

1. For good and valuable consideration, receipt of which is hereby acknowledged, \_\_\_\_\_ solely in his capacity as Receiver herein, hereby issues this Receiver's Certificate of Indebtedness (the "Certificate" to \_\_\_\_\_ ("Lender") in the amount of \_\_\_\_\_. This certificate is issued for the purposes of covering all costs needed to manage and rehabilitate the Receivership property located at \_\_\_\_\_ in the City of \_\_\_\_\_ (the Property), including management and maintenance costs, hard and soft construction costs, miscellaneous costs, State and County Tax Liens, City Abatement and Garbage Liens, legal and receiver's fees.
2. This certificate is issued under the authority of the Superior Court of the State of California in and for the County of \_\_\_\_\_ and its Order appointing the Receiver and authorizing issuance of this certificate in this action dated \_\_\_\_\_, recorded in the County of \_\_\_\_\_ as Series No. \_\_\_\_\_ dated \_\_\_\_\_.
3. This Certificate shall have priority over all private liens, mortgages, and encumbrances against the Property, including all liens, mortgages, and encumbrances, existing prior to the date of this Certificate, pursuant to the authority of the Court issuing the above Order.

Receiver

APPROPRIATE ACKNOWLEDGMENT SHOULD APPEAR HERE



**TITLE** **CERTIFICATE OF AUTHORITY**

**PURPOSE** To allow the Public Guardian or Public Conservator to take possession or control of property for the protection of the conservatee or ward or elder person.

**REQUIREMENTS**

1. The written recordable certification shall substantially comply with the following form.
2. Name of Individual/Victim
3. Signature of the Public Guardian
4. Seal of the Public Guardian
5. Verification (unsworn statement)

**FEES** Regular

**LEGAL REFERENCES**  
Probate 2901 and 2952; CCP 2015.5 (verification)

**COMMENTS** A certification issued pursuant to these sections is valid for 15 days after the date of issuance. A court may issue an order quashing the certification issued by the public guardian

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee= Public Guardian	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**CERTIFICATE OF AUTHORITY**

**THIS IS AN OFFICIAL CERTIFICATE ENTITLING THE SONOMA COUNTY PUBLIC GUARDIAN TO TAKE POSSESSION OF ANY AND ALL PROPERTY BELONGING TO THE FOLLOWING INDIVIDUAL.**

This certificate of Authority has been issued by the Sonoma County Public Guardian pursuant to an order in compliance with Chapter 1 (Commencing with Section 2900) of Part 5 of Division 4 of the California Probate Code. Under California law, this Certificate of Authority authorizes the Sonoma County Public Guardian to take possession or control of property belonging to the above-named individual

**SPECIAL NOTICE TO FINANCIAL INSTITUTIONS:**

State law requires that upon receiving a copy of this Certificate of Authority, financial institutions shall provide the Public Guardian with information concerning property held by the above-named individual and surrender any and all property to the Public Guardian is requested.

This Certificate of Authority shall only be valid when signed and dated by the Public Guardian or a deputy Public Guardian of the County of Sonoma and affixed with the official seal of the Sonoma County Public Guardian.

Official Seal

Sonoma County Public Guardian

By: \_\_\_\_\_

Date: \_\_\_\_\_

Santa Rosa, CA

APPROPRIATE VERIFICATION SHOULD APPEAR HERE

**TITLE**  
**RESTRICTIVE COVENANT MODIFICATION**

**PURPOSE** To allow the recordation of a document to strike out blatant racial restrictive covenants from a previously recorded document after local County Counsel determines such language violates the fair housing laws and is void

**REQUIREMENTS**

1. Name of owner(s)
2. Identification of document page number and language in violation
3. Recording reference of document with unlawful restrictive covenant
4. Attached original or certified copy of referenced document (must be complete document striking out the unlawful restrictive covenant)
6. Signature(s) of owner(s)
7. Signature(s) acknowledged

**FEES** Regular  
 Fees may be waived at the discretion of the Recorder

**LEGAL REFERENCES**  
 Govt 12956.2, 27287 (ack), 27361 (rec. ref.)

**COMMENTS**  
 \*A certified copy (instead of a regular copy) of the previously recorded document (i.e. CCR's deed) shall be attached to the Restrictive Covenant Modification. This is the only time a recorder will accept the alteration of a certified copy( the strike out portion)  
 The Recorder will provide the form upon request by the customer.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Key from certifice copy of the document attached Ex. Grant Deed Grantor/Grantee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_  
 STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**RESTRICTIVE COVENANT MODIFICATION  
 (RACIAL OR OTHERWISE UNLAWFULLY RESTRICTIVE COVENANT MODIFICATION)**

I(We) \_\_\_\_\_ have an ownership interest of \_\_\_\_\_ of record in the property located at \_\_\_\_\_ that is covered by the document described below.  
 The following referenced document contains a restriction based on race, color, religion, sex, familial status, marital status, disability, national origin, source of income as defined in subdivision (p) of Section 12955, or ancestry that violated state and federal fair housing laws and that restriction is void. Pursuant to Section 12956.2 of the Government Code, this document is being recorded, solely for the purpose of eliminating that restrictive covenant as shown on page(s) \_\_\_\_\_ of the document recorded on \_\_\_\_\_ (date) in book \_\_\_\_\_ and page \_\_\_\_\_ or instrument number \_\_\_\_\_ of the official records of the County of \_\_\_\_\_

This modification document shall be indexed in the same manner as the original document pursuant to Government Code Section 12956.2(e);  
 The effective date of the terms and conditions of this modification document shall be the same as the effective date of the original document referenced above.

\_\_\_\_\_  
 (Signature) Printed Name: \_\_\_\_\_  
 Printed Name: \_\_\_\_\_

STATE OF CALIFORNIA  
 COUNTY OF \_\_\_\_\_

On \_\_\_\_\_ before me \_\_\_\_\_, County Recorder for said County and State, personally appeared \_\_\_\_\_ personally know to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that he/she/their signature(s) on the instrument the person(s), or entity upon behalf of which the person(s) acted, executed the instrument.

County Counsel pursuant to Government Code Section 12956.2, hereby states that if has determined that the original document  Does  Does not contain an unlawful restriction

County Counsel

By: \_\_\_\_\_ Date \_\_\_\_\_  
 (Deputy)County Counsel

WITNESS my hand and official seal

Signature \_\_\_\_\_

**TITLE**  
NOTICE OF VIOLATION OF THE COASTAL ACT

**PURPOSE**  
To evidence that real property has been developed in violation of the California Coastal Act of 1976

**REQUIREMENTS**

1. Name(s) of owner(s)
2. Description/Identification of real property
3. Statement specifically identifying the nature of the alleged violation
4. California Coastal Commission file number relating to notice
5. Signature of Coastal Commission official
6. Verification (unsworn statement)

**FEES**  
Regular

**LEGAL REFERENCES**  
PR 30812, CCP 2015.5(verification)

**COMMENTS**  
This notice is for informational purposes only and is not a defect, lien, or encumbrance on the property

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner/Public Agency/ California Coastal Commission	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

Document Sample is under Development

**TITLE**  
**NOTICE OF RECISSION OF VIOLATION OF THE COASTAL ACT**

**PURPOSE**  
 To declare that a notice of violation of the Coastal Act is no longer valid

**REQUIREMENTS**

1. Recording reference to the notice of violation of Coastal Act being invalidated
2. Name(s) of owner(s)
3. Statement specifically indicating the notice is no longer valid.
4. Signature of Coastal Commission Official.
5. Signature acknowledged.

**FEES**  
 Regular

**LEGAL REFERENCES**  
 PR 30812, GC 27287 (ack) 27361 (Rec. Ref.)

**COMMENTS**  
 This Notice of Recission shall have the same effect of a withdrawal or expungment under section 405.51 of the code of civil procedure

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency/Calif Coastal Commission	
Grantee= Owner	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
 STREET ADDRESS  
 CITY & STATE ZIP

---

WRITE ABOVE THIS LINE FOR RECORDERS USE ONLY

DOCUMENT SAMPLE UNDER DEVELOPMENT

**TITLE** CONSERVATION EASEMENT

**PURPOSE**  
To develop a comprehensive index of conservation easements

**REQUIREMENTS**

1. Name(s) of grantors
2. Name(s) of grantees
3. Description / Identification of real property
4. Description of use of land.
5. Documentary transfer tax declaration
6. Certificate of acceptance if easement is a political or governmental agency for public purposes.
7. Signature(s) of grantor(s)
8. SignatureS acknowledged.

**FEES** Regular fees may apply. Possible documentary transfer tax transaction if easement is perpetual and / or if granted to a non-political or non- governmental agency.

**LEGAL REFERENCES**  
Govt. 27255, 51075 (open space), 27281 (certificate), 27287 (ack), R&T 11932 (DTT), PR 10330 (grazing land easement), 10211 (agricultural), CC815

**COMMENTS**  
Separate Conservation Easement index must be maintained on or after January 1, 2002. For notice of Conservation Easement see page 266

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor = Grantor Grantee = Grantee	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDING USE ONLY

DOCUMENT SAMPLE UNDER DEVELOPMENT

**TITLE**  
**CERTIFICATE OF RELIEF FROM CONTRACT VOIDABILITY**

**PURPOSE**  
 To provide evidence of the relief of State imposed voidability for contracts entered into by affected corporate taxpayer

**REQUIREMENTS**

1. Name(s) of corporate taxpayer(s)
2. Name of releasing State Agency
3. Time period from which relief is granted
4. Signature of State Agency official

**FEES**  
 REGULAR

**LEGAL REFERENCES**  
 R & T 23305.1 (Relief) Govt 27361 (fee)  
 Govt 27201(b) (signature)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency Grantee = Taxpayer	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

STATE OF CALIFORNIA FRANCHISE TAX BOARD

Notice Date

In Reply Refer to:

Subject : **CERTIFICATE OF RELIEF FROM CONTRACT VOIDABILITY**  
 Corporation Name :  
 Corporation Number :  
 Relief Granted From :  
 Relief Granted To :

The Corporation is hereby granted relief from contract voidability under section 23305.1 of the California Revenue and Taxation Code. All contracts entered into during the period for which relief is granted may be enforced in the same manner and to same extent by all parties to any contracts and any third parties as if the contracts had not become voidable under section 23304.1 of the Revenue and Taxation Code

\_\_\_\_\_  
 Authorized Signature

**TITLE**  
**ENVIRONMENTAL RESTRICTIONS**

**PURPOSE**  
To record an instrument that contains an environmental restriction covenant

**REQUIREMENTS**

1. Owner's name.
2. Property address and Assessor's parcel number; if not available the property's geographic coordinates.
3. If applicable, the entity or jurisdiction that imposed the agreement or restriction.
4. Description of any restricted uses of the property, contaminants known.
5. Signature of owner(s)
6. Signature acknowledged.

\*Must have Environment Restriction in its title.

**FEES** Regular, but may be free (if presented by governmental entity). Additional fees may apply for certified copy and mailing.

**LEGAL REFERENCES**  
Civil Code 146 8 (d), 1471; Govt 27287 (ack)

**COMMENTS**  
Certified copies may be sent to Cal-EPA or other governmental agency. Mailing fee may be imposed.

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor = Owner Governmental Agency, if applicable	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

DOCUMENT SAMPLE UNDER DEVELOPMENT

**TITLE**  
**NOTICE OF LIEN - INTERSTATE SUPPORT JUDGMENT**

**PURPOSE**  
 To impose a lien in interstate child support cases

**REQUIREMENTS**

1. Obligor/debtor name and address
2. Pay to/claimant/obligee name and address
3. Signature of claimant/obligee/agency or agent/attorney of claimant/obligee
4. Signature acknowledged \*

\* Acknowledgment not required for Department of Child Support Services

**FEES**  
 Free if issued by public agency  
 Regular fee plus lien fee may apply if issued by an agent of the obligee

**LEGAL REFERENCES**  
 CCP 697.320(a) 42 USC 652(a)(11) & 654(9)(E); GC 6103.9  
 27383(fees); GC 27361.6; 27282(a)2

**COMMENTS**  
 Document must be in the approved federal form identified as OMB#-0970-0153  
 Cover sheet may be required per GC 27361.6

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor - Debtor/Obligor Grantee - Creditor/Obligee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CIVIL STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF LIEN**

TO:  
 (Name/Address of recorder)

Obligor:  
 (Name/Address/DOB/SSN)

FROM:  
 (IV-D Agency or name of obligee and/or his or her private attorney or entity acting on behalf of the obligee, address, phone, e-mail address, fax number)

Obligee:  
 (Name)

IV-D Case #:

This lien results from a child support order, entered on \_\_\_\_\_ by \_\_\_\_\_ in \_\_\_\_\_ tribunal number \_\_\_\_\_

As of \_\_\_\_\_, the obligor owes unpaid support in the amount of \$ \_\_\_\_\_. This judgment may be subject to interest.

Prospective amounts of child support, not paid when due, are judgments that are added to the lien amount. This lien attaches to all non-exempt real and/or titled personal property of the above named obligor which is located or existing within the State/county of filing, including any property specifically described below.

Specific description of property:

All aspects of this lien, including its priority and enforcement, are governed by the law of the State where the property is located.

Date \_\_\_\_\_ Authorized Agent \_\_\_\_\_

B.  Submitted by an obligee or a private (non-IV-D) attorney or entity on behalf of an obligee.

I am  the obligee of the above referenced order (or)  an attorney or entity representing the above named obligee

I certify under penalty of perjury that the information contained in this notice is true and accurate and that this lien is submitted in accordance with the laws of the State of \_\_\_\_\_. For additional information regarding this lien, including the pay-off amount, please contact the obligee listed above.

Date \_\_\_\_\_ Signature \_\_\_\_\_

**TITLE** TITLE 7: MASTER DISPUTE RESOLUTION DECLARATION  
 NOTICE OF BUILDERS ALTERNATIVE DISPUTE RESOLUTION  
 NOTICE OF ENHANCED PROTECTION AGREEMENT  
 NOTICE OF PRELITIGATION PROCEDURES

**PURPOSE** NOTICE OF NON ADVERSARIAL AGREEMENT  
 To provide notice of the existence of non adversarial procedures for the resolution of construction defect claims

**REQUIREMENTS**

1. Name(s) of developer/owner.
2. Nature of procedures.
3. Description/identification of real property.
4. Signature(s) of developer/owner.
5. Signature(s) acknowledged.

**FEES** Regular

**LEGAL REFERENCES**  
 CC 895 et. seq. 912(f); GC 27287(ack)

**COMMENTS**

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor: Developer, Builder, Owner	

11/2005

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET \_\_\_\_\_  
 ADDRESS \_\_\_\_\_  
 CITY & STATE \_\_\_\_\_  
 ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

**NOTICE OF BUILDER'S ALTERNATIVE DISPUTE RESOLUTION**  
 (Cal. Civ. Code Section 914)

This Notice of Alternative Non-Adversarial Dispute Resolution Procedures (this "Notice") dated \_\_\_\_\_, 20\_\_\_\_ is made by \_\_\_\_\_ ("Builder"), owner of all property described [and shown upon that certain Map entitled "\_\_\_\_\_"] and filed for Record \_\_\_\_\_, 20\_\_\_\_ in Book \_\_\_\_\_ in the Official Records of the County of \_\_\_\_\_, State of California] [on exhibit a attached] (such property is hereinafter referred to as the "Property"). Builder intends to construct residential housing on the Property and to sell portions of the Property with such residential housing constructed on it to buyers (each such buyer referred to herein as an "Original Purchaser"). The provisions of this Notice shall run with the land and bind all subsequent owners of the Property.

**NOTICE IS HEREBY GIVEN to owners of any portion of the Property that:**

A. California Civil Code Section 895 et seq. (the "Right to Repair Law") set forth minimum functionality standards for residential construction, design, specifications, surveying, planning, supervision, testing, and observation of construction with respect to any original construction. Chapter 4 of the Right to Repair Law (California Civil Code Sections 910-938) establishes certain non-adversarial dispute resolution procedures that an owner of a single-family home, an individual unit owner of attached dwellings or, in the case of a common interest development, an association as defined in subdivision (a) of California Code Section 1351 must initiate before taking further legal action against any party alleged to have contributed to a violation of the functionality standards set forth in the Right to Repair Law.

IN WITNESS WHEREOF, Builder has executed this Notice as of the date written above.

By: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_



**TITLE**  
**CERTIFICATE OF REVIVOR**

**PURPOSE**  
To reinstate corporate taxpayers after suspension of forfeiture from the Franchise Tax Board

**REQUIREMENTS**

1. Corporate Name
2. Statement that the corporation has been relieved of suspension or forfeiture and is now in good standing with the Franchise Tax Board
3. Signature of Franchise Tax Board representative/agent

**FEES**  
Regular Fee

**LEGAL REFERENCES**  
Revenue & Taxation Code 23305(a)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor - Government Agency Grantee - Corporation	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
STREET ADDRESS \_\_\_\_\_  
CITY & STATE \_\_\_\_\_  
ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDEE USE ONLY

STATE OF CALIFORNIA FRANCHISE TAX BOARD

(Company Name and Address)

Subject : **CERTIFICATE OF REVIVOR**  
Corporation Name : \_\_\_\_\_  
Corporation Number : \_\_\_\_\_  
Effective Date : \_\_\_\_\_

This corporation has been relieved of suspension or forfeiture and is now in good standing with the Franchise Tax Board

Enforcement Bureau



\_\_\_\_\_  
Authorized Signature

**TITLE**  
**NOTICE OF FEDERAL INTEREST**

**PURPOSE** To protect the interest of the Federal Government in all real property purchase with grant funds for the use as a Head Start Facility

**REQUIREMENTS**

1. Address and legal description of the property subject to the interest
2. Name, signature and title of the person who completed the Notice
3. Name(s) and Signature(s) of Owner.
4. Signature(s) acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 45 CRF Section 1309.21(d) (recording)  
 Govt -27280, 27287 (ack)

**COMMENTS**

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor - Owner/Head Start Grantee - Federal Government	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
 STREET  
 ADDRESS  
 CITY &  
 STATE  
 ZIP

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

DOCUMENT SAMPLE IS UNDER DEVELOPMENT

37

**TITLE**  
**MILITARY DISCHARGE**

**PURPOSE**  
To evidence the military record of a separated (discharged) member

**REQUIREMENTS**

1. Original or certified copy of completed DD-214
2. Signed coversheet by the veteran which states:

I, the undersigned, hereby acknowledge that I am informed that by recording the attached military discharge document, all information reference within it become part of the official record of this county, and that this information is open to inspection by any person.

\_\_\_\_\_  
Veteran's Name (Printed)      \_\_\_\_\_  
Veteran's Signature      \_\_\_\_\_  
Date

**FEES**  
Free

**LEGAL REFERENCES**  
Govt - 6107 (fee), 27381 (fee), 27337 (signed coversheet)

**COMMENTS**  
Note: Certified copy provided to authorized individual only GC 6107(a)(1), H&S 103526(a)

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor - Veteran	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

MAIL  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

**MILITARY DISCHARGE DOCUMENT**  
**Government Code Section 27337**

I, the undersigned, hereby acknowledge that I am informed that by recording the attached military discharge document, all information referenced within it becomes part of the official record of this county, and that this information is open to inspection by any person.

\_\_\_\_\_  
Veteran's Name (Printed)      \_\_\_\_\_  
Veterans Signature      \_\_\_\_\_  
Date



**TITLE**  
 AFFIDAVIT - CHANGE OF TRUSTEE  
 AFFIDAVIT - SUCCESSOR TRUSTEE

**PURPOSE**  
 To show a change in trustee

**REQUIREMENTS**

1. Name of trust
2. Name of former trustee(s)
3. Name of successor trustee(s)
4. Description / identification of real property
5. Signature of successor trustee
6. Verification

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Probate - 18105; Gov't - 27288.1 ( name to be indexed);  
 CCP 2015.5 (unsworn statement)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = name of trust, former trustee Grantee= successor trustee	

RECORDING REQUESTED BY \_\_\_\_\_

AND WHEN RECORDED MAIL TO \_\_\_\_\_

NAME \_\_\_\_\_  
 STREET ADDRESS \_\_\_\_\_  
 CITY STATE ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

AFFIDAVIT - CHANGE OF TRUSTEE  
 (California Probate Code Section 18105)

A P N

State of California, )  
 County of \_\_\_\_\_)

\_\_\_\_\_, of legal age, being first duly sworn deposes and says

Name of Trust: \_\_\_\_\_

Date of Trust: \_\_\_\_\_

Name of former trustee / trustees: \_\_\_\_\_

Name of successor trustee / trustees: \_\_\_\_\_

Legal Description of property: \_\_\_\_\_

That I am \_\_\_\_\_ named within the aforementioned trust as a successor trustee;  
 That I hereby consent to act as successor trustee of the aforementioned trust and do hereby assume the powers and duties as successor trustee of such trust;  
 That this Affidavit is made for the protection and benefit of all persons hereafter acquiring an interest in or dealing with the property identified in this document.

Dated \_\_\_\_\_

APPROPRIATE VERIFICATION SHOULD APPEAR HERE



**TITLE**  
**CHARTER**

**PURPOSE**  
 To evidencethe enactment, amendment or repeal of a charter for a city, city and county or court for it's own government!

**REQUIREMENTS**

City:

1. Certified and authenticated by teh chairperson and the clerk of the governing board the complete text of a charter proposal or any amendment or repealed sectio ratified by the voters and attested by the city clerk.
2. Certified copies ofa ll publications and notices required in connection with the calling of an election to propose, amend or repeal a charter.
3. Certified copies of any arguments for or against the charter proposal, amendment, or repeal which were mailed to voters.
4. A certified abstract of the vote of the election at which the charter proposal, amend ment, or repeal was by the voters.

County:

1. Certified and authenticated by the clerk of the governing board of the complete text of a charter porposal or of any revised, amended, or repealed section ratified by electors and attested by the county elections officer.

**FEES**  
 Free

**LEGAL REFERENCES**  
 GC 237133( County, 34460 (City

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Public Agency	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
 STREET ADDRESS  
 CITY & STATE  
 ZIP

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

CHARTER  
 DOCUMENT UNDER DEVELOPMENT

**TITLE**  
HUD - DESIGNATION OF FORECLOSURE COMMISSIONER

**PURPOSE**  
Authorize signer for Non-Judicial foreclosure through HUD.

**REQUIREMENTS**

1. Appointing Party.
2. Appointee
3. Legal Description.
4. Signature of appointing party.
5. Proper acknowledgement of appointing party.

**FEES**  
Regular

**LEGAL REFERENCES**  
CC 2933, 1095; Govt. 27201 (b), 27287  
U.S.C. 3754; 3764

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = HUD Agency Grantee = Appointee	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

HUD - DESIGNATIO OF FORECLOSURE COMMISSINER

DOCUMENT UNDER DEVELOPMENT

**TITLE**  
**NOTICE OF CONVEYANCE OF SUBSTANDARD PROPERTY**

**PURPOSE**  
 To provide notice of property involved in an abatement action

**REQUIREMENTS**

1. Name(s) and address of the buyer
2. Name(s) and signature of the transferor
3. Verification and Acknowledgment of transferor

**FEES**  
 Regular

**LEGAL REFERENCES**  
 Health and Safety Code Section 17991(b)  
 GC 27287(ack)

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Transferor Grantee = Buyer	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
 STREET  
 ADDRESS  
 CITY & STATE  
 ZIP

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

NOTICE OF CONVEYANCE OF SUBSTANDARD PROPERTY

DOCUMENT UNDER DEVELOPMENT

**TITLE**  
NOTICE OF RECLAMATION PLAN APPROVAL

**PURPOSE**  
To regulate surmace mining and assure reclamation when surface mining has ceased

**REQUIREMENTS**

1. Shall include the language that, ... Mining operations conducted on the hereinafter described real property are subject to a reclamation plan approved by teh (insert name of agency), a copy of which is on file with the (insert name of agency where plan is filed)
2. Name of the owner of the real property
3. Description of real property
4. Signature of lead agency official
5. Acknowledgment

**FEES**  
No Fee

**LEGAL REFERENCES**  
Public Resources Code 2772.7

**COMMENTS**  
Code is vague as to format and requirements

LOCAL USE

INDEX	ORDINANCES / OPINIONS
Grantor = Onwer	
Grantee = Agency	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET  
ADDRESS  
CITY &  
STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

NOTICE OF RECLAMATION PLAN APPROVAL

DOCUMENT UNDER DEVELOPMENT

**TITLE** STATEMENT OF REDEVELOPMENT PLAN

**PURPOSE**  
 To indicate that specific property is subject to a redevelopment plan and may be subject to acquisition by eminent domain

**REQUIREMENTS**

1. Description of land
2. Statement that proceedings for redevelopment have been instituted under H&S 33373  
 If the plan authorizes acquisition by eminent domain the plan shall also contain all of the following:
3. A prominent heading in boldface type noting that the property is located within a redevelopment project
4. Statement that use of eminent domain is authorized
5. Description of any limitations on the use of eminent domain
6. Signature of authorized rep of the legislative body
7. Signature(s) acknowledged

**FEES** No Fee

**LEGAL REFERENCES**  
 H&S 33373 & 33456 (amendment of plan)

**COMMENTS**  
 Amendment to the plan must also contain a general description of the change

**LOCAL USE**

INDEX	ORDINANCES / OPINIONS
Grantor = City/Project name Grantee = None	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
 STREET ADDRESS  
 CITY & STATE ZIP

---

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

STATEMENT OF REDEVELOPMENT PLAN  
 DOCUMENT IS UNDER DEVELOPMENT

**TITLE**  
OIL AND GAS LIEN

**PURPOSE**  
To evidence a lien against a leaseholder for labor, materials, or services provided for drilling or operating a gas or oil well

**REQUIREMENTS**

1. Items and amounts claimed
2. Dates labor, material or services were furnished
3. Name of Leasehold owner
4. Claimant name and address
5. Description of leasehold interest
6. Name of person whom labor or services were immediately performed (only if acting under sec. 1203.54)
7. Claimants signature
8. Verification

**FEES**  
Regular fees

**LEGAL REFERENCES**  
CCP 1203.50 - 1203.58

**COMMENTS**  
Does not lien the property owner but does lien the leasehold owner

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Leasehold Owner Grantee = Claimant	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET ADDRESS  
CITY & STATE & ZIP

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

OIL AND GAS LIEN  
DOCUMENT UNDER DEVELOPMENT

**TITLE**  
 \*CERTIFICATE OF SALE - BY NON-JUDICIAL FORECLOSURE

**PURPOSE**  
 To evidence the transfer of real property from a defaulting trustor by the attorney for the trustee or any duly aughonzed agent

**REQUIREMENTS**

1. Name and address of judgment creditor
2. Name and address of judgment debtor
3. Description/identification of property sold
4. Date of Sale
5. Price paid for each lot or parcel sold to the right of redemption
6. Total price paid
7. Statement that property is subject to right of redemption indicating applicable redemption period
8. Signature of Levying officer, trustee or duly aughonzed agent
9. Signature Acknowledged

**FEES**  
 Regular

**LEGAL REFERENCES**  
 CCP-729.40, 701.660, 701.670  
 Govt - 27287 (ack), R& T 62.11

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Debtor Grantee = Levying officer, trustee or duly authorized agent	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
 STREET  
 ADDRESS  
 CITY & STATE  
 ZIP

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

CERTIFICATE OF SALE - BY NON-JUDICIAL FORECLOSURE

DOCUMENT IS UNDER DEVELOPMENT

SAMP

**TITLE**  
CERTIFICATE OF SALE - BY JUDICIAL FORECLOSURE

**PURPOSE**  
To evidence the transfer of real property from a defaulting trustor by the attorney for the trustee or any duly authorized agent

**REQUIREMENTS**

1. Title of Court where judgment was entered
2. Cause and number of action
3. Date of entry of judgment and record book location
4. Name and address of judgment creditor
5. Name and address of judgment debtor
6. Description/identification of property sold
7. Date of Sale
8. Price paid for each lot or parcel sold to the right of redemption
9. Total price paid
10. Statement that property is subject to right of redemption indicating applicable redemption period
11. Signature of Levying officer, trustee or duly authorized agent
12. Signature Acknowledged

**FEES**  
Regular

**LEGAL REFERENCES**  
CCP-729.40, 701.660, 701.670  
Govt - 27287 (ack) R & T 62.11

**COMMENTS**

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Debtor Grantee = Levying officer, trustee or duly authorized agent	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET ADDRESS  
CITY & STATE  
ZIP

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

CERTIFICATE OF SALE - BY JUDICIAL FORECLOSURE.

DOCUMENT IS UNDER DEVELOPMENT

**TITLE** \*PAYMENT OF TRANSFER FEE REQUIRED

**PURPOSE**  
To evidence a transfer fee as a payment requirement imposed in any covenant, condition or restriction in any document affecting the transfer or sale of real property

**REQUIREMENTS**

1. Names of all current owner(s) subject to the transfer fee
2. Description / identification of real property
3. Assessor's parcel number
4. Amount of the fee
5. Actual examples of the fee, if property is residential
6. Date or circumstances in which the transfer fee payment expires
7. Purpose for which the funds will be used
8. Entity to which funds will be paid and specific contact information regarding where the funds will be sent
9. Signature(s) of the authorized representative of the entity
10. Signature(s) acknowledged

**FEES** Regular

**LEGAL REFERENCES**  
CC - 1098, 1098.5, 1102.6e

**COMMENTS**  
\*Title of document shall be in at least a 14-point boldface type  
The Recorder shall only be responsible for examining items 1, 2, 3, 8, 9, and 10 of the requirement listed above.

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Entities and individual(s)	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_

CITY & STATE \_\_\_\_\_

ZIP \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

DOCUMENT SAMPLE UNDER DEVELOPMENT

54

**TITLE**  
NOTICE OF AFFORDABILITY RESTRICTION ON TRANSFER OF PROPERTY

**PURPOSE** To require the covenants and restrictions to be enforceable by any person or family of low or moderate income, as defined, and other specific persons, against any owner who violates a covenant or restriction and each successor in interest who continues the violation.

- REQUIREMENTS**
1. Name of agency
  2. Names(s) of current property owner(s)
  3. Street address of the property, including, if applicable, the unit numbers
  4. Assessor's parcel number of the property
  5. Description / identification of real property
  6. Signature of current owner
  7. Signature acknowledged

**FEES**  
Regular fee (no exemptions for public agencies)

**LEGAL REFERENCES**  
H & S - 33334.3, Govt - 27287 (ack)

**COMMENTS**  
Conjoined with AB 382, Chapter 596

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Owner Grantee = Agency	

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL TO

NAME  
STREET ADDRESS  
CITY & STATE ZIP

SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY

DOCUMENT SAMPLE UNDER DEVELOPMENT

<b>TITLE</b>	STATEMENT OF AUTHORITY
--------------	------------------------

<b>PURPOSE</b>	To evidence a unincorporated association who are authorized on its behalf to acquire, transfer, or encumber real property
----------------	---

<b>REQUIREMENTS</b>	<ol style="list-style-type: none"> <li>1. Name of the association</li> <li>2. Name(s) and title(s) of authorized association members</li> <li>3. Statement authorizing members to acquire, transfer or encumber</li> <li>4. Signature(s) of authorized association members</li> <li>5. Verification</li> <li>6. Signature(s) acknowledged</li> </ol>
---------------------	--

<b>FEES</b>	Regular
-------------	---------

<b>LEGAL REFERENCES</b>	Corp - 18120, CCP - 2015.5 (unsworn statement), Govt 27287(ack)
-------------------------	---

<b>COMMENTS</b>	
-----------------	--

LOCAL USE	
INDEX	ORDINANCES / OPINIONS
Grantor = Association, Other parties named	

RECORDING REQUESTED BY  AND WHEN RECORDED MAIL TO  NAME STREET ADDRESS CITY & STATE ZIP	SPACE ABOVE THIS LINE FOR RECORDERS USE ONLY
---	--

## STATEMENT OF AUTHORITY

Name of the Association \_\_\_\_\_

Name(s) and Title(s) of authorized association members \_\_\_\_\_

Statement authorizing members to acquire, transfer or encumber real property \_\_\_\_\_

Dated \_\_\_\_\_

Authorized Signatures \_\_\_\_\_

Appropriate Verification and Acknowledgment should appear