

## DEMAND REQUEST FORM

Date:

1. Property address (**Required**):

2. Case number (**Required**):

3. Parcel number:

4. Title Company's escrow number (If Any):

5. Requestor Information (**Required**):

Company Name:

Attention To :

Address:

City:

State and ZIP Code:

Contact phone number:

Primary fax number:

Secondary fax number:

6. Do you have copy of the "Notice of Pending Enforcement Proceedings or Action" or "Declaration of ..." recorded document(s) with your request? (**Required**)

Yes

No - Please note that without the recorded document(s) the information we provide may not be complete.

**A copy of "Notice of Pending Enforcement Proceedings or Action" or "Declaration of ..." can be obtained from the Sacramento County Recorder's Office. Typically recorded documents are found during the title search process of escrow.**

**NOTE:** Please fax **all Demand Requests with copy of recorded document(s)** to (916) 808-7722 or email to **demandrequests@cityofsacramento.org** (You may expect a response within 10 business days, depending on the current volume of demand requests).