



MEMORANDUM OF INTENT TO WITHDRAW ACCOMMODATIONS FROM RENT/LEASE

(Section 11.100.050(a)(7), Richmond Municipal Code and Chapter 5, Rent Board Regulations)

RECORDING REQUESTED BY:

WHEN RECORDED MAIL TO:

Name:

Mailing Address:

City, State, Zip:

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

MEMORANDUM SUMMARIZING NON-CONFIDENTIAL PROVISIONS OF A NOTICE OF INTENT TO WITHDRAW RENTAL UNITS PERMANENTLY FROM RENTAL HOUSING USE ON PROPERTY AT _____, RICHMOND, CA

Submitted for recording pursuant to California Government Code Section 7060.4(a), Section 11.100.050 (a)(7) of the Richmond Municipal Code and Chapter 5 of Richmond Rent Board Regulations. The owner(s) of the property described in Exhibit A attached to this Memorandum intend(s) to withdraw permanently all accommodations (as defined by California Government Code Section 7060(b)) on the property from rent or lease pursuant to California Government Code Sections 7060 et seq. and Chapter 5 of Richmond Rent Board Regulations.

All interested parties are hereby put on notice that the future use of this property will be subject to certain restrictions, pursuant to California Government Code Sections 7060.2 (including conditions that apply to rental of units on the property within ten (10) years from the date of withdrawal) and 7060.3 and Chapter 5 of Richmond Rent Board Regulations. This Memorandum summarizes the non-confidential terms of a Notice of Intent to Withdraw Permanently Rental Units from Rental Housing Use, which notice was filed with the Rent Board of the City of Richmond.

I. NAMES OF PROPERTY OWNERS:

Names should be listed as they appear on the vesting instrument. (Attach additional sheet if necessary.)



II. COMMON DESCRIPTION (Street Addresses) OF PROPERTY BEING WITHDRAWN FROM RENT OR LEASE:

III. LEGAL DESCRIPTION OF PROPERTY BEING WITHDRAWN FROM RENT OR LEASE – Refer to EXHIBIT A

IV. SIGNATURES

All property owners who appear on the vesting instrument must sign, and all signatures must be notarized. Notary acknowledgment must be attached. If there are more than five owners, copy this page and attach extra sheets.

I/we declare under penalty of perjury under the laws of the State of California that the information contained in this Certificate is true and correct and that this Declaration was executed as set forth below:

Executed _____ at _____
on _____
(month, day and year) (city and state)

By: _____
(signature)

Executed _____ at _____
on _____
(month, day and year) (city and state)

By: _____
(signature)

Executed _____ at _____
on _____
(month, day and year) (city and state)

By: _____
(signature)



**EXHIBIT A
LEGAL DESCRIPTION OF PROPERTY**