

NOTICE OF DEMAND REQUIREMENTS

Allow 5 to 10 business days for processing

REQUIREMENTS

TO THE LENDER:

City or Agency Loans must be paid off under the following circumstances:

1. The Property Owner is selling their home within the term of the City/Agency loan (or after if there is a balance due).
2. The Property Owner is refinancing with a "cash out" option or withdrawal of equity.
3. The Property Owner has lost his/her mortgage and the recapturing bank is clearing liens on the property.

PROPERTY OWNER INFORMATION

PROPERTY OWNER NAME	PROPERTY OWNER PHONE NUMBER
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PREVIOUS LAST NAME <i>(If applicable)</i>

PROPERTY ADDRESS

LOAN INFORMATION

	CITY LOAN 1	CITY LOAN 2 <i>(If applicable)</i>
LOAN AMOUNT <i>(If known)</i>		
LOAN YEAR <i>(If known)</i>		
Type of loan <i>(If known)</i>	<input type="checkbox"/> First Time Home Buyer Loan <input type="checkbox"/> Rehabilitation Loan	<input type="checkbox"/> First Time Home Buyer Loan <input type="checkbox"/> Rehabilitation Loan

ACKNOWLEDGEMENT *I hereby acknowledge receipt of this notice with my signature and have also indicated my financial institution's acceptance of the provisions set forth in connection with Payoff Demands by the City of San Fernando or the San Fernando Redevelopment Agency.*

PROPERTY OWNER NAME	PROPERTY OWNER SIGNATURE	DATE
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LENDING INSTITUTION INFORMATION

LENDING INSTITUTION NAME	LENDING INSTITUTION PHONE NUMBER
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AUTHORIZED INDIVIDUAL NAME	AUTHORIZED INDIVIDUAL TITLE	AUTHORIZED INDIVIDUAL SIGNATURE	DATE
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CITY USE ONLY

RECEIVED BY	RECEIVED DATE
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PAY OFF LETTER CREATED

RECONVEYENCE CREATED AND SIGNED
