

**Notice to the City of East Palo Alto  
of Owner's Intent to Withdraw  
Residential Units from the Rental Market**

NOTICE IS HEREBY GIVEN to the City of East Palo Alto that the accommodations on the below-referenced property are to be withdrawn from the rental housing market. The withdrawal will take place no earlier than 120 days after receipt of this notice by the City of East Palo Alto.

**I. OWNER INFORMATION** (All owners of the property must be listed. If additional space is needed, attach a separate sheet using the same format.)

**Owner 1:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Owner 2:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**II. PROPERTY INFORMATION**

**Address:** \_\_\_\_\_, East Palo Alto, CA 94303  
(street number and street name)

**Number of Units:** \_\_\_\_\_

**Legal Description:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*\*This Notice of Intent to Withdraw Residential Units will **not** be processed by the City without a legal description, which is required by the San Mateo Recorder's Office.*

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(continued)

**III. UNIT INFORMATION** (All units, including owner-occupied, commercial and any vacant units and all occupants of the property must be listed. If additional space is needed, attach a separate sheet clearly labeled with owner name and property address using same format.)

<u>UNIT #</u>	<u>DATE TENANCY COMMENCED</u>	<u>NAME OF EACH CURRENT OCCUPANT</u>	<u>CURRENT RENT</u> .
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Pursuant to Government Code Section 7060.4, the above information is confidential.

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(continued)

**IV. OWNER'S DECLARATION**

Do you certify that actions have been initiated as required by law to terminate all existing tenancies on the property by service of a written notice of termination of tenancy?

**Yes**

**No**

I declare under penalty of perjury, under the laws of the State of California, that the information provided on this Notice of Intent to Withdraw Form, including any attachments, is true and correct to the best of my knowledge and belief.

Executed on \_\_\_\_\_ in \_\_\_\_\_, California.

(date)

(city)

\_\_\_\_\_  
(print name)

\_\_\_\_\_  
(signature)

Executed on \_\_\_\_\_ in \_\_\_\_\_, California.

(date)

(city)

\_\_\_\_\_  
(print name)

\_\_\_\_\_  
(signature)

**ALL OWNERS MUST SIGN.** Attach an additional declaration and signature for each owner of record. Attorneys and/or non-attorney representatives may not sign the owner's declaration on behalf of an owner.