

RECORDING REQUESTED BY
Los Angeles Department of City Planning

When Recorded Mail to:

Name: _____

Address: _____

Space Above This Line Reserved For Recorder's Use

TERMINATION OF COVENANT AND AGREEMENT

The undersigned hereby certifies I am (we are) the owner(s) of the hereinafter legally described property located in the City of Los Angeles, County of Los Angeles, State of California. Please complete the following, if the property has a complex legal description or contains a Lot Cut reference (i.e. "Arb." number) attach the metes and bounds of the property separately.

Legal Description (lot, block, tract) _____;
as recorded in Book _____, Page _____ of _____ maps, Records of Los Angeles County.

Site Address _____

I (we) do hereby, with the approval of the City of Los Angeles, Department of City Planning, terminate the covenant and agreement entered into with the City of Los Angeles as recorded on the _____ day of _____, _____ as Document Number _____.

That covenant and agreement is terminated for the reason that: _____

(Print Name of Property Owner)

(Print Name of Property Owner)

(Signature of Property Owner)

(Signature of Property Owner)

Dated this _____ day of _____, 20_____.

For Los Angeles Department of City Planning Use Only

Case Number: _____ and/or Ordinance Number: _____

Termination of Covenant and Agreement is Approved by the Undersigned
Authorized Department of City Planning Representative on this Date: _____

Print Name: _____ Signature: _____
(authorizing staff signature to be notarized on next page)

**This Page for Notary Use to
Notarize the Signature of the Department of City Planning Staff Authorizing the Action**

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

CIVIL CODE · 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

ALL PURPOSE ACKNOWLEDGEMENT

State of California)
County of _____)

On _____ before me, _____
Here Insert Name and Title of the Officer

Personally appeared _____
Name(s) of Signer(s)

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 _____
Signature of Notary Public

Place Notary Seal Above

INSTRUCTIONS: TERMINATING A COVENANT AND AGREEMENT

1. Fill out, in black ink only, one copy of the Termination of Covenant and Agreement form (CP-7799). Documents must be clearly legible in order to produce a readable photographic record.
2. Property owner(s) must print and sign their name(s) and date the form. Signature(s) must be original unless the document is a certified copy issued by the appropriate custodian of the public record. The property owner(s) signature(s) should not be notarized.
3. The legal description must be in compliance with LA Bureau of Engineering Land Records Division. If the lot, block, and tract number of the site are not available, or the legal description is complex, or contains a lot cut reference (i.e. "Arb." number) attach metes and bounds of the property (from Title Report, Grant Deed or an engineer survey).
4. **Prior to recordation**, submit the completed form, to the City of Los Angeles's Department of City Planning (DCP) for review of the appropriateness of the termination. Once approved*, DCP staff will sign the form; the staff signature authorizing the termination must be notarized either by DCP's Notary or you may bring a Mobile Notary with you. To facilitate the process it is recommended that an appointment be made in advance through the "Development Services Centers" section of DCP's website at <http://planning.lacity.org>.

Office Location

Address

Los Angeles / Downtown

Figueroa Plaza
201 N. Figueroa Street, 4th Floor
Los Angeles, CA 90012

Van Nuys / Valley

Marvin Braude San Fernando Valley Constituent Services Center
6262 Van Nuys Boulevard, Suite 251
Van Nuys, CA 91401

West LA

Coming soon. Until then contact the Downtown or Valley offices.

*If a new covenant and agreement is required, it will have to be approved and recorded prior to the Department of City Planning approving the termination.

5. Record the Termination of Covenant and Agreement form with the Los Angeles County Registrar-Recorder and obtain a CERTIFIED copy. The original form is kept by the County Recorder and will be returned to you at a later date. Documents presented for recording to the County Recorder must comply with their requirements. Locations for Property Document Recording Services:

12400 Imperial Highway,
Norwalk, CA 90650

14340 Sylvan Street,
Van Nuys, CA 91401

11701 S. La Cienega Blvd.
6th Floor
Los Angeles, CA 90045

44509 16th Street West,
Suite 101
Lancaster, CA 93534

6. **Return the certified copy** of the recorded form, along with one photocopy to:

Department of City Planning
200 N. Spring Street, Room 575
Los Angeles, CA 90012-2601

7. Distribution: One copy—Building and Safety
One copy (certified)—Planning Department file

If you have any questions, please contact the Department of City Planning's Development Services Center; office locations, telephone numbers and hours are available in the Development Services Centers portion of City Planning's website at <http://planning.lacity.org>.