



## City of Rialto

### REGISTRATION FORM FOR ABANDONED RESIDENTIAL PROPERTY

Please fill out the information requested below and deliver this form or mail to the **City of Rialto, Development Services, 150 S. Palm Avenue, Rialto, CA 92376.**

Registered Residence Address: \_\_\_\_\_

Assessor Parcel Number: \_\_\_\_\_

Notice of Default Recordation #: \_\_\_\_\_ *(Please attach copy to this form)*

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Property Owner or Lender/Lien Holder: \_\_\_\_\_

Contact: \_\_\_\_\_ Contact Phone: ( ) \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Fax Number: ( ) \_\_\_\_\_

Property Owner or Lender/Lien Holder Mailing Address:

\_\_\_\_\_

Address	City	State	Zip
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Property Manager: \_\_\_\_\_ Business License #: \_\_\_\_\_

Contact: \_\_\_\_\_ 24 Hour Phone #: ( ) \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Fax Number: ( ) \_\_\_\_\_

Property Management Company Local Mailing Address:

\_\_\_\_\_

Address	City	State	Zip
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Standard Annual Fee of \$106.00

*Please check one:*      New registration      Renewal registration

An annual registration fee shall accompany this registration form. The fee and registration shall be valid for the calendar year or remaining portion of the calendar year, in which the registration was initially required. Subsequent registrations and fees are due January 1<sup>st</sup> of each year and must be received no later than January 31<sup>st</sup> of the year due. Registration fees will not be prorated.

Initiated By:

\_\_\_\_\_

Print Name	Signature	Date
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\_\_\_\_\_

Company Name and Address

**STATEMENT OF INTENT**

Property Address: \_\_\_\_\_

Does Property have a Swimming Pool?  No  Yes    If Yes, is it Empty?  No  Yes

Property to be Rented                      Comment: \_\_\_\_\_

Property to be Sold                            Comment: \_\_\_\_\_

Date Property to be Sold or Rented: \_\_\_\_\_

Please describe improvements done to the property: \_\_\_\_\_

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

City of Rialto Municipal Code, Chapter 15.62,

**REGISTRATION AND MAINTENANCE OF VACANT AND ABANDONED PROPERTY**

It is the purpose and intent of the City of Rialto City Council, through the adoption of Chapter 15.62, to establish an abandoned residential property registration program as a mechanism to protect residential neighborhoods from becoming blighted through the lack of adequate maintenance and security of abandoned properties.

**Owner Responsibility under RMC 15.62:**

- Within ten (10) days of the purchase and/or transfer of a loan/deed of trust secured by residential property the new beneficiary/trustee shall record, with the County of San Bernardino Records Office, an Assignment of Rents. [RMC 15.62.030]
- If the property is vacant or abandoned and has nuisance issues per Chapter 15.62 the beneficiary/trustee shall register the property with the City of Rialto using this form within ten days of transfer, vacancy or subsequent vacancy. [RMC 15.62.040]
- Report to the City of Rialto any change of address and change of contact information within ten days of said change. [RMC 15.62.040]
- Maintain the property on a regular basis. [RMC 15.62.050]
- Secure the property. [RMC 15.62.060]
- Retain a property manager to manage the property to ensure it is properly maintained and secured. [RMC 15.62.070]