

CITY OF OAKLAND



250 FRANK H. OGAWA PLAZA, SUITE 2340 • OAKLAND, CALIFORNIA 94612-2031

Planning & Building Department
Bureau of Building

To Whom it May Concern:

To Obtain a Code Enforcement Demand Statement

Demand Request should have the following information included in the request:

- Contact information of requestor (Name, Telephone number, Fax number, and email address)
- Escrow number
- APN of property
- Property address
- Property owner information
- Please include copies of all title encumbrances (Priority Lien and Special Assessment and/or Prospective Liens and/or Declaration of Substandard/Public Nuisance) that you are requesting to be released

Effective July 1, 2015, payment of \$125.00 fee per parcel will be required for processing demand requests, including updated demands. Demand requests are processed within 2 -10 days.

Payments may be by check, cash, Visa or MasterCard. Please mail your demand request with payment to City of Oakland, CEDA – Code Enforcement Accounting, 2nd Floor Cashier, 250 Frank H. Ogawa Plaza, Oakland, CA 94612. You may call 510-238-4774 to pay by Visa or MasterCard.

Please Note:

Priority Liens and Special Assessments are released immediately when payments are received. Releases are sent directly to the County of Alameda Clerk/Recorder's Office for recordation.

Prospective Liens, Declarations of Substandard/ Public Nuisance and Recorded Notice of Violations are non-monetary encumbrances on the property title that are recorded to inform homeowners, prospective buyers, and financiers that the property has code violations. Once violations have been abated and all fees and liens have been paid, the Releases of the Prospective Liens, Declaration of Substandard/Public Nuisance and Recorded Notice of Violations are sent to the Recorder's Office for recordation. If violations have not been abated, a Code Enforcement compliance plan may be required to release the Prospective Lien(s). Additional fees are required for processing compliance plan and for abatement permits, certificate of occupancy, etc.

You may check the Recorder's Office website at <http://rechart1.acgov.org/search.asp?cabinet=opr> to research the Release recordation number.

TO OBTAIN A REFUSE/GARBAGE LIEN RELEASE CONTACT 510-238-7474
TO OBTAIN A BUSINESS TAX LIEN RELEASE CONTACT 510-238-7468

Sincerely,

Diana Rex
Account Supervisor