

## **LETTER OF AGENCY**

If the applicant is not the owner of the record of the subject site, a Letter of Agency from the owner or the owner's authorized representative must be submitted which grants the applicant permission to make application for the requested vacation (abandonment).

Date: \_\_\_\_\_

TO: City of Sacramento

Department of Public Works

Engineering Services Division

300 Richards Blvd., 3<sup>rd</sup> Floor, Sacramento, CA 95811

I, the undersigned legal owner of record, hereby grant permission to:

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

to apply for vacation (abandonment) of: \_\_\_\_\_  
(Location)

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

Assessor's Parcel Number: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Owner of Record (MUST BE ORIGINAL))

\_\_\_\_\_  
(Print Name of Owner of Record)

\_\_\_\_\_  
(Address of Owner of Record)

\_\_\_\_\_  
(Phone Number)

Application Number: \_\_\_\_\_