

The purpose of these instructions is to aid San Joaquin County residents that need to record a Declaration of Restrictions prior to scheduling a final inspection.

***No modifications shall be made to the Declaration of Restrictions other than filling in the provided blank spaces. San Joaquin County Flood Management will not accept a modified Declaration of Restrictions.***

### **First page**

1. Under the Title, first blank is the date the Declaration is recorded at the San Joaquin County Recorder's Office.
2. The second blank (The one on the second line of the first paragraph) is the name of the property owner(s).
3. The first blank in the third paragraph is for the correct address of the structure, if one has been assigned. If no address has been assigned to the structure the address of the main structure on the parcel is placed in the blank.
4. The second blank in the third paragraph is to be filled with the San Joaquin County Assessor's parcel number.
5. End of the third paragraph reference is made to Exhibit "A". Exhibit "A" is a copy of the current *Deed* for the property on which the structure is built. Clearly mark the deed as Exhibit "A" prior to recordation and temporally attach to the back of the Declaration of Restrictions.
6. The fourth paragraph makes reference to Exhibit "B". Exhibit "B" is a site plan on an 8.5 by 11 inch sheet of paper showing the parcel and all structures on the parcel with the structure or addition for which the Declaration of Restrictions is required clearly delineated. Clearly mark the site plan as Exhibit "B" prior to recordation and temporarily attach to the back of the Declaration of Restrictions.

### **Third page**

1. The first blank below the "IN WITNESSOF" paragraph is for the signature of the Declarant (Owner of the property).
2. The second blank below the "IN WITNESSOF" paragraph is for the printed/typed name of the Declarant.
3. The third and fourth blanks under the "IN WITNESSOF" paragraph are for the address of the Declarant.
4. Below the area called "DECLARANTS" is where any additional signatures, names and addresses should be placed. If additional space is needed, use a separate sheet.

### **Fourth page**

1. The fourth page is used by the San Joaquin County Recorders office.

Take the completed and notarized form to the San Joaquin County Recorder's Office.