



# CITY OF SACRAMENTO

DEPARTMENT OF TRANSPORTATION  
ENGINEERING SERVICES DIVISION  
DEVELOPMENT ENGINEERING

300 RICHARDS BLVD., 3<sup>RD</sup> FL. • SACRAMENTO, CA 95811-0218 • PH: (916) 808-8300 • FAX: (916) 808-1984

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## 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 Transportation

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: \_\_\_\_\_