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How to Complete a Request for Notice of Default and Sale

Getting Notified if a California Property Goes Into Foreclosure (Civil Code Section 2924b)

INSTRUCTIONS — KEEP FOR YOUR RECORDS. DO NOT ATTACH THIS PAGE TO YOUR REQUEST FOR NOTICE.

About this form. If you have an interest in a property — for example, you hold a second loan on it, you co-own it, or a family member's home matters to you — you can record a **Request for Notice**. If the lender on a recorded deed of trust or mortgage later starts foreclosure, the trustee must mail you a copy of the **notice of default** and the **notice of sale**. That gives you time to act. California law sets the form's wording.

1. **Get the recorded deed of trust or mortgage**
   You need its recording date and book and page or document number, the county, and the names of the trustor (borrower), beneficiary (lender), and trustee. The County Recorder can provide a copy.
2. **Fill in the blanks**
   Complete either the book-and-page line or the recorder's serial number line — whichever the recorded document shows.
3. **Enter where notices should be mailed**
   Use an address where you will reliably receive mail. Notices go **only** to this address.
4. **Sign in front of a notary**
   The request must be signed and notarized. Do **not** sign ahead of time. Bring a current government-issued photo ID. We come to you.
5. **Record it before any default**
   Record it with the County Recorder where the property is located, before any notice of default is recorded. Mark the $75 fee box that fits your situation.
6. **Update it if you move**
   If your mailing address changes, record a new Request for Notice with the new address.

Good to Know

- Record a separate request for each deed of trust or mortgage you want to be notified about.
- A Request for Notice gives you information only. It does not stop a foreclosure or give you rights in the property.
- If you receive a notice of default, act quickly and talk to an attorney about your options.

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SCAN TO BOOK

Questions about this document? Talk to an attorney. Gavrilov & Brooks Law Firm has attorneys licensed in California, Nevada, and other states. Phone and video consultations are available. **(916) 504-0529** · **www.gavrilovlaw.com**

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YOUR FORM BEGINS ON THE NEXT PAGE

Recording Requested By:

_____

When Recorded Mail This Document To:

Name: _____

Address: _____

City, State, ZIP: _____

Space Above This Line For Recorder's Use

REQUEST FOR NOTICE

(Under Section 2924b, California Civil Code)

_____ _____

Assessor's Parcel Number (APN) Reference No. (if any)

DECLARATION OF EXEMPTION FROM GOV. CODE § 27388.1 FEE (Building Homes and Jobs Act)

☐ Exempt per GC § 27388.1(a)(2): recorded "in connection with" a transfer of a residential dwelling to an owner-occupier

☐ Exempt per GC § 27388.1(a)(1): fee cap of $225 reached

☐ Not exempt — fee to be paid at recording

In accordance with Section 2924b, Civil Code, request is hereby made that a copy of any notice of default and a copy of any notice of sale under the deed of trust (or mortgage) recorded

_____ _____ _____ _____

(recording date) Book (if any) Page (if any) (county)

records of the county named above, (or filed for record with recorder's serial number

_____ _____

(recorder's serial / instrument number) (county)

County) California, executed by

_____

(name(s) of trustor / mortgagor)

as trustor (or mortgagor) in which

_____

(name of beneficiary / mortgagee)

is named as beneficiary (or mortgagee) and

_____

(name of trustee)

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as trustee be mailed to

_____

(name of person to receive notices)

at

_____

(mailing address, city, state, ZIP)

NOTICE: A copy of any notice of default and of any notice of sale will be sent only to the address contained in this recorded request. If your address changes, a new request must be recorded.

Dated: _____

_____ _____

(signature of person making the request) (signature of second requester, if any)

_____ _____

(printed name) (printed name)

Sign in front of the notary public, who will complete the acknowledgment on the next page.

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CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____

(here insert name and title of the officer)

personally appeared _____

, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Seal)

Signature _____

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