

NOTICE OF RIGHT TO RECLAIM PERSONAL PROPERTY

To Nonresidential Tenant After Termination of Tenancy

NOTE: This form is used by a commercial property manager or landlord when a tenant has vacated the premises and left personal property behind, to advise the tenant the personal property will be discarded if not reclaimed by the tenant by paying the cost of removal and storage within 18 days of mailing the notice or 15 days of personal service.

DATE: _____, 20_____, at _____, California.

TO FORMER TENANT:

Name _____

Address _____

Items left blank or unchecked are not applicable.

FACTS:

- 1. You were a Tenant under a rental or lease agreement
 - 1.1 dated _____, at _____, California,
 - 1.2 entered into by _____, as the Tenant,
 - 1.3 and _____, as the Landlord,
 - 1.4 regarding real estate referred to as _____

NOTICE:

- 2. This notice to claim personal property expires unless you respond by _____, 20_____, which date is at least;
 - 15 days after this notice was personally served on you; or
 - 18 days after this notice was deposited in the mail.
- 3. When you vacated the premises referenced above, the following personal property remained:

- 4. You may claim the personal property at _____
- 5. **YOU MAY AVOID DISPOSAL OF PERSONAL PROPERTY** by doing the following before expiration of this notice:
 - 5.1 Pay the reasonable cost of removal and storage of all the personal property; **AND**
 - 5.2 Take possession of the personal property.
- 6. **The personal property to be claimed or disposed of is valued as:**
 - 6.1 Worth more than the lesser of \$750 or one dollar per square foot of the premises you occupied. If you fail to reclaim the property, it will be sold at a public sale after published notice of the sale. You have the right to bid on the property at this sale. After the property is sold and the cost of storage, advertising and sale are deducted, the remaining money will be handed to the county. You may claim the remaining money within one year after the county receives the money.
 - 6.2 Worth less than the lesser of \$750 or one dollar per square foot of the premises you occupied. Therefore, it may be kept, sold or destroyed without further notice if you fail to reclaim it prior to expiration of this notice.

This statement is true and correct.

Date: _____, 20 _____

Landlord/Agent: _____ CalBRE: _____

Signature: _____

Address: _____

Phone: _____ Cell: _____

Fax: _____

Email: _____