

INSTRUCTIONS:

1. Provide the information requested on the petition (i.e., names, addresses, etc.). All names and signatures on this petition **MUST** be exactly as shown on the preliminary title report or lot book guarantee.
2. Use additional copies of petition if there are more than two vested owners.
3. Do not fax the blank or completed petition. Faxed documents will not be accepted.
4. Submit the documents described below with the completed petition.
 - a. A copy of the completed Application for Sewer Connection previously received from the City.
 - b. A current (less than three months old) preliminary title report or a lot book guarantee issued by a title company and showing that ownership of the property identified in this petition is vested in those persons signing the petition.
 - c. **SIGNATURE CAPACITY:** If the person(s) signing this petition are acting on the vested owner’s behalf, submit documentation authorizing such action (corporate bylaws or resolution, power of attorney, certified declaration of trust, etc.).
5. Submit the \$848.00 petition processing fee (payable to City of Chico). This fee can be added to the amortized assessment.
6. Submit the complete petition package to the City of Chico Public Works Department, 411 Main Street, Chico, CA 95928.

Questions regarding this petition or sewer service in general may be directed to 530-879-6900.

PROCESSING CHECKLIST - FOR CITY USE ONLY

- Application for Sewer Connection reflects current fees, credits and property use. (If not, have applicant initiate a new Application.) Initial: _____ Date: _____
- The Petition, Application for Sewer Connection and Title Documentation are all for the same property.
- All of the fee owners have signed the petition exactly as their name(s) are given and, if applicable, in their documented capacity on the owner(s) behalf as reflected in the Lot Book Guarantee or Preliminary Title Report.
- Official Receipt No. _____ OR Petition fee added to Assessment _____