

CITY OF REDDING  
CALIFORNIA



City of Redding Treasurer  
Payments  
P.O. Box 496071  
Redding, CA 96049-6071

Phone (530) 225-4160  
Fax (530) 245-7199  
[www.ci.redding.ca.us](http://www.ci.redding.ca.us)

**DECLARATION OF NON-OWNERSHIP (OR LEASE/RENTAL)**

**INSTRUCTIONS:** You are charged with the violation(s) described on your ticket(s). Under California Vehicle Code sections 40200 *et seq.*, it is presumed that the registered owner of the vehicle was the person who parked it illegally. You were listed at the DMV as the registered owner on the date of the violation(s). If you did not own the vehicle on that date, complete the declaration below and return it to the following address within 30 days: City of Redding Treasurer - P.O. Box 496071 Redding, CA 96049-6071.

Please do not leave any spaces blank on the form. Doing so may delay the processing of your claim. In addition, **one of the following documents** must be submitted along with the form below, as may be applicable to your claim. Please check one of the following:

Sold to someone else - Please submit ONE of the following:

- A copy of the Release of Liability form (FORM DD214) that was filed with the DMV at the time of sale/transfer of the vehicle; OR
- Bill of Sale/Trade-in agreement from a licensed car dealer or leasing company (proof of private party sales are NOT accepted); OR
- A copy of an IRS approved vehicle donation document from a charity.

Leased/rented under a written agreement - Please submit the following:

- A copy of rental or lease agreement - proof of written lease or rental agreement must include the name, address, and driver's license number of the person to whom the vehicle was leased or rented to and must be submitted within 30 days of the date of the notice of delinquent parking violation.

Name and Address of Responsible Party: (PLEASE PRINT LEGIBLY)

Please enter citation number

Name \_\_\_\_\_

Street \_\_\_\_\_

City/State/Zip Code \_\_\_\_\_

Date of sale, purchase, or lease/rental was executed (MM/DD/YYYY) \_\_\_\_\_

License Plate Number \_\_\_\_\_ FULL 16-DIGIT VIN: \_\_\_\_\_

**I declare under penalty of perjury, under the laws of the State of California, that the foregoing is true and correct.**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Name (please print)

\_\_\_\_\_  
(Date)

NOTE: If all information for the declaration of non-ownership is not accurately completed and verified by the DMV, the declaration will be disregarded and you will be responsible for clearing the violation.