



Sacramento County
Office of the Assessor
 Kathleen Kelleher, Assessor
 John Solie, Assistant Assessor

Real Property Division
 3701 Power Inn Road, Suite 3000
 Sacramento, CA 95826-4329
 www.assessor.saccounty.net
 (916)875-0700

POSSESSORY INTEREST LEASE REPORT

Use one form per tenant. **Please provide a copy of any new lease/agreement/amendment.**

Reportable Interests?	<input type="checkbox"/>	<input type="checkbox"/> No	(If "no", please complete the contact information and return.)	
	Yes			
Reporting Agency:	_____			
Contact Name/address	_____			
Telephone Number:	() _____	Fax Number:	() _____	
Email:	_____	Date:	_____	

Property Address: _____

City: _____ CA Zip Code: _____

Use: Office Retail Warehouse Other

Describe _____

Tenant Name: _____ DBA: _____

Telephone Number: () _____ Email: _____

Lease Start Date: _____ Exp. Date: _____ Options: _____

Base Rent: \$ _____ Monthly Semiannually Annually (Circle One)

Rent Increases? Yes No When? _____ How Much? _____

Annual Operating Expenses Mgmt: \$ _____ Insurance: \$ _____ Maint: \$ _____

to the landlord: Utilities: \$ _____ Other: \$ _____

Are the improvements owned by the tenant? Yes No

Describe: _____

Cost: \$ _____ Paid By: Landlord Tenant (Circle One)

Will the improvements revert back to the landlord at the end of the lease? Yes No

Comments: _____

Please return form to:	Sacramento County Assessor Attn: PI Team 3701 Power Inn Rd, Suite 300 Sacramento, CA 95826-4329	Or:	Fax: (916) 876-6753 Email: ASR-PITeam@saccounty.net
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