

**Instructions**

This form is to be used by owners, lienholders, and mortgagees of record pursuant to Section 5-72, "Reclaiming Substandard Building or Structure", Chapter 5, Article III of the Code of Ordinances. The word "Commission" refers to the Building and Standards Commission. If there is no lienholder or mortgagee, please write "not applicable" in the corresponding signature blanks.

Building / Structure street address: \_\_\_\_\_

Commission case number: \_\_\_\_\_

Commission order dated: \_\_\_\_\_

**The undersigned owner, lienholder, and mortgagee of record of the above-referenced building or structure:**

- a. jointly request to reclaim the building or structure pursuant to Chapter 5, Article III, Sec. 5-72 of the Code of Ordinances of the City of Texarkana, Texas; and**
- b. jointly waive judicial review and appeal of the above-referenced Commission order under Chapter 2, Sec. 2-107 and Chapter 5, Sec. 5-69 of the Code of Ordinances of the City of Texarkana, Texas, and applicable law (including but not limited to Section 54.039 of the Texas Local Government Code); and**
- c. jointly agree to the legality of the above-referenced Commission order and that substantial evidence supports the order.**

**By signing this form, authority is hereby granted to City of Texarkana, Texas personnel to enter and inspect the above-referenced building or structure and the associated real property for code compliance.**

Owner: \_\_\_\_\_ Dated: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Lienholder: \_\_\_\_\_ Dated: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Contact Address: \_\_\_\_\_

Mortgagee: \_\_\_\_\_ Dated: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Contact Address: \_\_\_\_\_

**Owner, Lienholder, Mortgagee will be responsible for notifying the City of any change in address.**