

LEASED PROPERTY CONFIRMATION

FEES: \$75 for New Lease/ \$25 for Change to Current Lease



SECTION 1 – IDENTIFICATION

Account Number(s): _____ Fee Amount: _____

Map Number(s): _____

SECTION 2 - LEASE STATUS *(Check all that apply)*

- New Lease
- Lease terminated
- Lessee's name changed
- Leased area changed
- Documents included (Lease Agreement, Lease Termination, Lease Assignment, Lease Modification)

SECTION 3 - ACCOUNT STATUS *(Check only one)*

- Leasing land only — entire parcel
- Leasing a portion of the land only *(Attach Legal Description)*
- Leasing land and building(s) — entire parcel
- Leasing a portion of land with improvements *(Attach Legal Description)*
- Improvement-only account

SECTION 4 - PROPERTY INFORMATION

Property Owner: _____

Lessee Name(s): _____

Mailing Address: _____

SECTION 5 - LEASE TERMS

Lease Period Begins *(End Date if Applicable)*: _____ - _____

SECTION 6 - SIGNATURES

Owner's Signature: _____ Date: _____

Lessee's Signature: _____ Date: _____

*****It is the responsibility of the property owner to notify Coos County of any changes with appropriate documentation and fees.**