

INSTRUCTIONS ON SIGNING AND RETURNING THE PETITION

This petition is for the signatures of persons or firms owning property within the proposed district. **Only the signatures of owners will be counted.** The signatures of renters or lessees will not be counted.

Owners are those whose names appear in the records of the County Assessor. If you have purchased the property very recently, your name may not yet appear in the County Assessor's records.

The following persons may sign the petition:

- 1) If two or more persons own the property as tenants-in-common, any one tenant-in-common may sign for all.
- 2) If two or more persons own the property in joint tenancy, any one joint tenant may sign for all.
- 3) If the property is community property then all owners have to sign.
- 4) If the property is owned by a partnership, any general partner authorized by the partnership may sign.
- 5) If the property is owned by a corporation, the petition may be signed for the corporation by any officer or officers authorized to make contracts by the corporate by-laws or by resolution of the corporation's Board of Directors.

Signing the petition:

To complete the petition you must take the following steps:

- 1) Check [☒] your affirmation in the space next to "YES, I approve of the proposed assessment on the parcel(s) identified on this preliminary petition."
- 2) Print your name, email address, and phone number.
- 3) **Hand sign** and date petition.

Returning the petition:

To return the signed and dated petition you may use either the provided self-addressed envelope, **or** you may email a scanned copy to alex@telegraphberkeley.org.

If you choose to use your own envelope, please send it to:

**Telegraph BID
2437 Durant Ave. Suite 206
Berkeley, CA 94704**

Verifying the petition:

The signatures on the petition may be verified against the records of the County Assessor. Only those owners who appear to be such on the Assessor's records at the time the petition is filed (not the time it is signed) can be counted in calculating the adequacy of the petition.

The petition must be signed by owners representing at least 50% of the assessments proposed to be levied. Notice that this calculation is based on the assessments levied on a property owner, not on assessed value, land area of property owned or number of owners.

Questions:

If you have any questions, please contact Alex Knox at alex@telegraphberkeley.org or (510) 407-1926.