



**RIVERSIDE COUNTY TREASURER-TAX COLLECTOR**  
4080 LEMON STREET, 4<sup>th</sup> FLOOR / P.O. BOX 12005  
ATTN: MAP DESK  
RIVERSIDE, CA 92502  
PHONE: 951-955-3900 / FAX: 951-955-9680  
EMAIL: [mapdesk@rivco.org](mailto:mapdesk@rivco.org)

## **OUT OF BONDING MAP PROCESSING REQUIREMENTS**

The following information is required by the Treasurer-Tax Collector in order to research the status of property taxes on the proposed Tract Map / Parcel Map. It is very important that all of the following information is provided in order to process the Tract Map / Parcel Map during the Out of Bonding period of October 1<sup>st</sup> through December 31<sup>st</sup> of each year.

1. Out of Bonding Request form\*
  - This form must be completely filled out.
  - The PIN number(s) **must be** nine digits.
2. A full-sized copy of the map\*
3. A copy of the 8.5 x 11 Assessor's map\*
4. A Cashier's Check for the processing fee of \$64.46

\*May be emailed in PDF format to [mapdesk@rivco.org](mailto:mapdesk@rivco.org)

*Once the Riverside County Treasurer-Tax Collector's office has received the information requested above, our office will then process and return the request along with the required tax amount.*

When the map is ready to be signed by the Riverside County Treasurer-Tax Collector's office, please contact our Subdivision Map Desk in order to request a map signing appointment. It is very important that the following items be provided at the time of signing:

1. The Mylar
2. A Cashier's Check to pay all applicable extended PIN(s) associated with the map.
  - Please notate the Issuer's name, mailing address and map number on the Cashier's Check

All Subdivision Map desk forms can be found by visiting our website at [www.countytreasurer.org](http://www.countytreasurer.org), go to "Forms & Fees" navigation menu → "Forms" → "Subdivision Map Forms" tab menu → then select the required form.

- Maps to be recorded during January 1<sup>st</sup> through September 30<sup>th</sup> – In Bonding Request
- Maps to be recorded during October 1<sup>st</sup> through December 31<sup>st</sup> – Out of Bonding Request
- Submitting a Cash Bond (not Surety Bond) – Cash Tax Bond Inquiry



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 EMAIL: mapdesk@rivco.org

DATE RECEIVED: \_\_\_\_\_  
 RECEIVED BY: \_\_\_\_\_

## OUT OF BONDING REQUEST FOR 2024-2025

(FOR USE BETWEEN OCTOBER 1, 2024, THROUGH DECEMBER 31, 2024)

The following information is required by the Treasurer-Tax Collector in order to research the status of property taxes on the proposed Tract Map / Parcel Map. It is very important that every applicable field be completed or that the applicable information is included as an attachment.

- Proposed Tract Map or Parcel Map Number: \_\_\_\_\_  
 Acreage in Stated Subdivision \_\_\_\_\_  
 All Current PIN Numbers affected: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

- Has there been a transfer of any form of ownership interest against the parcel(s) within the boundary of the Tract Map or Parcel Map between January 1, 2023 to current date?  
 \_\_\_\_\_ Yes \_\_\_\_\_ No

.....  
 I hereby certify that the above information is true and correct to the best of my knowledge. I acknowledge that failure to supply accurate information may result in our refusal to sign or approve the Tract Map / Parcel Map. This may also result in future tax liabilities on the affected parcel(s).

\_\_\_\_\_  
 Agent's Name (SIGNATURE)

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Agent's Name (PRINTED NAME)

\_\_\_\_\_  
 Telephone Number

\_\_\_\_\_  
 Title Company

\_\_\_\_\_  
 Fax Number / Email Address

<b>TREASURER-TAX COLLECTOR'S USE ONLY</b>	
<i>Matthew Jennings, Treasurer-Tax Collector</i>	Holding Check Amt: _____
By: _____, Deputy	Total Taxes Due: _____
Date: _____	Good Thru: ____/____/____
Add Supplemental Statement to Mylar: Yes <input type="checkbox"/> No <input type="checkbox"/>	