



A Better Way of Life

Town of Apple Valley

Request for Payoff

The Town of Apple Valley will complete the request and return it to you within 5 business days.

Request for Payoff may be submitted via FAX to the Finance Department at (760) 247-3885 or via Email to finance@applevalley.org

**DO NOT FAX COPIES OF RECORDED DOCUMENTS
NO VERBAL UPDATES. Updates via faxed requests ONLY.**

To be completed by requestor:

Today's Date: _____

Company/ Name: _____ Escrow No.: _____

Your mailing address: _____

Phone: _____ FAX: _____ Attn: _____

Property Information:

APN #: _____

Property Address: _____

Lien Documents requesting to be released:

Lien/account no. (TOAV use only):

Document No. _____

Document No. _____

Document No. _____

Document No. _____

Check this box if the new owner will be residing at this property. **Buyer address must be filled out to process.**

Owner's name and new mailing address:

Buyer name and new mailing address:

Town of Apple Valley Request for Payoff page 2 of 2

***** Please do not write below this line. Town use only. *****

Code Enforcement Section: Completed by: _____ Date: _____

Code Account #	Comments	Payoff Good Until	Amount Due/Tax Bill Number

Animal Control Section: Completed by: _____ Date: _____

Animal Control Account #	Comments	Payoff Good Until	Amount Due

Utility Billing Section: Completed by AVCO CSR: _____ Date: _____

Sanitation Account #	Status/Comments	Payoff Good Until	Amount Due

**** TOTAL DUE TO THE TOWN OF APPLE VALLEY **** \$ _____

The following liens will be released when the property tax payments are paid in full to the County of San Bernardino

See tax bills for amounts due to the County of San Bernardino. Tax bills can be found at mytaxcollector.com

DO NOT include these amounts in your payment to the Town of Apple Valley

Sanitation Account #	Status/Comments	Tax Roll Year	Tax Bill Number

Make your check payable to the **Town of Apple Valley** and mail to:
14955 Dale Evans Parkway, Apple Valley, California, 92307 Attn: Finance Dept.

Include a copy of this completed Request for Payoff with payment.

** Payment received by the Town of Apple Valley for the TOTAL DUE satisfies the amounts owed on these accounts. If a lien was recorded the Town of Apple Valley will process a lien release with the County of San Bernardino Recorder's Office within 45 days.