



City of Tucson  
Partial or Final Subdivision Assurance Release

**SECTION 1 REQUEST FOR RELEASE OF SUBDIVISION ASSURANCE** Complete and email to:  
[SubdivisionLotRelease@tucsonaz.gov](mailto:SubdivisionLotRelease@tucsonaz.gov) (subdivision no. & name in subject line)

Date: \_\_\_\_\_  
Title Company or Entity Requesting Release: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Trust Officer or Applicant Name: \_\_\_\_\_ Beneficiary: \_\_\_\_\_  
Lot(s) or Monetary Value to be released: \_\_\_\_\_  
Total percentage of Lots or Monetary Value released including this request: \_\_\_\_\_

*Recording Information for Plat*

Subdivision Name: \_\_\_\_\_  
Subdivision No. (S##-###): \_\_\_\_\_ Sequence No.: \_\_\_\_\_ Date: \_\_\_\_\_

*Recording Information for Assurance Agreement*

Trust No. or Bond No.: \_\_\_\_\_ Sequence No.: \_\_\_\_\_ Date: \_\_\_\_\_

**SECTION 2 RELEASE OF SUBDIVISION ASSURANCE** To be completed by City Staff

Pursuant to A.R.S. §9-463.01(C)(8) and City of Tucson Development Standard 1-04.0, and with the approval of Mayor and Council, the City accepted your assurance in the form of a Third-Party Land Trust Assurance Agreement, Letter of Credit, Performance Bond or Escrow Account (the "Agreement") for the completion of required improvements for the above mentioned Subdivision.

The City Engineer has determined that the improvements required in connection with the subject portion of the Subdivision have been satisfactorily completed according to the terms of the Agreement. Accordingly, the Agreement submitted as an assurance for the completion of improvements for the subject portion of the Subdivision is hereby released as to Lot(s) \_\_\_\_\_/in the amount of \$\_\_\_\_\_, effective this date. The Agreement continues in effect for the remaining portions of the Subdivision not released by this letter, or by a previous partial release of assurance.

Sincerely,

State of Arizona  
County of Pima

\_\_\_\_\_  
Fred Felix, P.E.  
City Engineer

On \_\_\_\_\_, \_\_\_\_\_ personally appeared  
(Month Day, Year) (Printed name of signer)  
before me, to be the signer of the above instrument, and he/she acknowledged that he/she signed it.

\_\_\_\_\_  
Notary Public My commission expires: \_\_\_\_\_  
(Month Day, Year)

The release process (partial or final) of an assurance agreement to a recorded subdivision can be viewed in Unified Development Code (UDC) Article 8.6.2 and Administrative Manual (AM) Section 2-09. The project record of the recorded subdivision can be viewed online at, search by subdivision no. (S##-###).