

CITY OF MONTEREY PARK

320 West Newmark Avenue • Monterey Park • California 91754-2896
www.montereypark.ca.gov



Request For Clearance Letter

Please Print:

1. Name: _____
(First) (Middle) (Last)

Date of Birth: _____ CDL: _____ Male/Female: _____

Address: _____

How long at the above address? From: _____ To: _____ (Put "present" if still living there)

2. Name: _____
(First) (Middle) (Last)

Date of Birth: _____ CDL: _____ Male/Female: _____

Address: _____

How long at the above address? From: _____ To: _____ (Put "present" if still living there)

This clearance letter only covers residency in Monterey Park. (Please provide an additional form for additional addresses.) **Photo identification is required.** There is a non-refundable \$87.72 charge for **each** clearance letter to cover processing. Your letter(s) should be ready for pick-up within approximately five business days. Only the applicant can pick up the letter unless authorization is provided at the time of the request. (A notarized signature is required for mail-in requests.)

I authorize the following individual to process and receive the Clearance Letter on my behalf:

Name of Designated Individual

Signature

Date of Application

**** For Office Use Only ****

Money Received: Yes/No _____ By: _____

Record Found: Yes/No _____ By: _____

If yes (records found), explain: _____
