

RECORDING REQUESTED BY AND
WHEN RECORDED MAIL TO:

THE STATE OF CALIFORNIA
Department of General Services (DGS)
Real Estate Services Division-Surplus
Sales/Excess Sties
707 3rd Street, 5th Floor 5-505
West Sacramento, CA 95605

With a copy to

Department of Housing and Community
Development
P.O. Box 95252
Sacramento, CA 94252-2052

OFFICIAL STATE BUSINESS

NO RECORDING FEES AND NO DOCUMENTARY TRANSFER TAX Per Government
Code 6103 and 27383 and Revenue and Taxation Code 11922
"For the benefit of Government Agency"

SPACE ABOVE THIS LINE FOR RECORDER'S USE

MEMORANDUM OF GROUND LEASE	AGENCIES: DEPARTMENT OF GENERAL SERVICES AND THE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
	LEASE NUMBER:
	DGS FILE NO.: GOVERNOR'S ORDER 6-19
	PROJECT NAME:
[Name of County] Assessor Parcel Number (s)	

THIS MEMORANDUM OF GROUND LEASE (the "Memorandum") is made as of {Enter Date} by and between the STATE OF CALIFORNIA ("State"), acting by and through the Director of the DEPARTMENT OF GENERAL SERVICES ("DGS"), with the consent of the DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT ("HCD"), and A{Enter Organization Name and Type of Organization} ("Lessee"), with respect to that certain unrecorded Ground Lease dated as {Enter Date} between State and Lessee.

Pursuant to the Lease, State leases to Lessee and Lessee leases from State that certain real property, more particularly described and depicted in **Exhibit A and B**, attached hereto and incorporated herein (the "Leased Premises"), and State leases to Lessee all the improvements constructed or to be constructed on the Leased Premises

for the term of this Lease which improvements shall be considered real property, all upon the terms and conditions set forth in the Lease.

The Lease commenced on {Enter Date}the "Lease Commencement Date") and shall terminate ninety-ninety (99) years from the Lease Commencement Date, unless sooner terminated pursuant to the express terms of the Lease.

This Memorandum incorporates herein all of the terms and provisions of the Lease as though fully set forth herein.

This Memorandum is solely for recording purposes and shall not be construed to alter, modify, amend or supplement the Lease.

Subject to the terms of the Lease, this Memorandum shall be binding upon and inure to the benefit of the respective heirs, executors, administrators, successors in interest and assigns of the parties hereto.

This Memorandum may be executed in multiple counterparts, each of which shall be deemed an original, but all of which, together, shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties have caused this Memorandum to be duly executed as of the date first above written.

STATE OF CALIFORNIA
APPROVED:

DIRECTOR OF DEPARTMENT OF GENERAL SERVICES

By: _____
Name, Title
Real Estate Services Division

WITH THE CONSENT OF:
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

By: _____
Megan Kirkeby, Deputy Director
Division of Housing Policy Development

LESSEE:

[Enter LESSEE's Signature Block]

Notary Pages

SAMPLE

Attachments

Exhibit A-Legal Description of the Leasehold Interest

Exhibit B-Map Depiction of the Leasehold Interest.

SAMPLE