



## San Bernardino

Recorder-County Clerk  
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 San Bernardino, CA 92415-0022  
 (909)387-8306  
[arc.sbcounty.gov](http://arc.sbcounty.gov)

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

### Request for Index Entry Correction

Requestor's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

I, hereby declare that I have located a record whose indexing information is incorrect and that I am in fact a person who is part of or related to the record. Therefore, I am requesting for the Recorder to correct the index entry as follows:

This request shall identify the exact location of the error and include sufficient evidence to the Recorder to verify the claim.

**RECORDED DOCUMENT - PURSUANT TO GOVERNMENT CODE SECTION 27201(2)(A)(B)(C)**

Title of Document: \_\_\_\_\_

Date Recorded: \_\_\_\_\_ Book: \_\_\_\_\_ Page: \_\_\_\_\_ Instrument No.: \_\_\_\_\_

Located on Page Number: \_\_\_\_\_ Paragraph: \_\_\_\_\_ Line No.: \_\_\_\_\_

Executed at \_\_\_\_\_ on \_\_\_\_\_  
Place Date

\_\_\_\_\_  
Signature

Upon verification of the evidence submitted, the recorder shall correct the index within 30 days of this request being received. The Index shall reflect the corrected index entry and the error index entry.

*This area is for use by employees of the San Bernardino Recorder- County Clerk's Office*

Document indexed by: \_\_\_\_\_ Date: \_\_\_\_\_

Confirmation letter sent by: \_\_\_\_\_ Date: \_\_\_\_\_

Comment(s): \_\_\_\_\_