



REQUEST FOR REDUCTION OF PENALTY

By completing this form, you are making statements under oath. Failure to be truthful is a violation of Fort Pierce City Code and Florida Statutes pertaining to perjury, which is a felony punishable by up to fifteen (15) years of imprisonment.

All requests for a reduction of a lien must comply with the following:

1. All violation cases on the property must be brought into compliance prior to the Department accepting the request.
2. The request must be made by the property owner. If the request is submitted by any other interested party, written authorization from the owner granting permission to act on their behalf must be provided.
3. You must provide a copy of your recorded deed. If title was transferred via Special Warranty Deed or Warranty Deed, you are responsible for contacting the guaranteeing party to address the lien.
4. Be specific when completing your statement. If you are claiming medical or financial hardship, attach supporting documentation (i.e. doctor's statement or proof of income). Additional pages may be attached if necessary.
5. Complete the application form and attach it to this request. Multiple applications may be submitted with each request.
6. An application fee of \$250.00 per lien reduction request must be paid at the time the request is submitted. The fee schedule is adopted by Resolution of the City Commission and is non-refundable.
7. Hard costs, administration costs, including but not limited to mailing and recording fees, as well as any additional costs associated with processing the case, cannot be waived.
8. Requests for reduction of all liens imposed by the City of Fort Pierce are governed by Section 5 of the City's Rules of Procedure for Special Magistrate Proceedings. A copy of the applicable rule is attached for your reference. A complete copy of the Rules of Procedure is available on the City's website or may be provided upon request.

Please initial the top box and either the middle or bottom box (not both), to acknowledge the following:

- I acknowledge that I have been provided a copy of Section 5.4 of the Rules of Procedure for the Special Magistrate.
- I am requesting that my application for lien reduction be processed administratively pursuant to Section 5.4 of the Rules of Procedure. I understand the requirements and waive my right to a hearing before the Special Magistrate.
- I am requesting that my application for lien reduction be scheduled for consideration and determination made by the Special Magistrate.

