

SUBDIVISION PUBLIC REPORT AMENDMENT APPLICATION FORM

Use this form to apply to the Department of Real Estate for a Subdivision Disclosure Public Report Amendment.

This completed form must be accompanied by:

- 1) Detailed list of changes being requested.
- 2) Red-lined copy of current Subdivision Disclosure Report.
- 3) Clean copy of the Subdivision Disclosure Report with requested changes.
- 4) Addendum to Purchase Contract to be used A.A.C. R4-28-B1203(D)(5).
- 5) Updated Title Report, if the last amendment was more than thirty (30) days ago.
- 6) Copy of new recorded documents since past public report effective date.
- 7) If improvements are not complete and completion dates have expired:
 - a) Provide current assurances listed under A.A.C. R4-28-A1211 acceptable by the Commissioner.
 - b) Affidavit of Written Notice from Developer A.A.C. R4-28-B1203(C)(1).
- 8) Other documents if applicable:
 - a) Deeds of Trusts and Lot Releases for new assurances.
 - b) Trust Agreements and Trust Amendments for new options agreements (priors expire).
 - c) Amendment or correction to existing plat.
 - d) If adding lots and new lots were not part of the original documents, include flood/drainage update, updated health certificates, a soils update, proof of water provider, plat, CAGRD Fee Notice (as applicable), title and recorded ownership interest updated documents must be provided, and any financial obligation to complete new lot additions.

Once complete, this application and additional required documents should be submitted through our [Message Center](#).

DEVELOPMENT INFORMATION

Development Name:		Public Report Registration Number:	
Owner - Applicant Name:		Amendment Number:	
Owner Address:			
City:	State:	ZIP:	
Phone:		Email:	
The above Owner/Applicant agrees that sales of lots/interests in the above cited development/project will:			
<input type="checkbox"/> Be suspended or			
<input type="checkbox"/> Continue with all purchases being provided a copy of the current Public Report and disclosure of all changes prior to signing the purchase contract until such time as the Amended Subdivision Public Report is issued. It is understood that each sale is conditioned upon the purchaser receiving the Amended Subdivision Disclosure Report.			

APPLICANT ATTESTATION

I understand that it is my obligation to comply with the statutes, rules, and regulations set forth by Arizona Law, and that such laws may be referenced at azleg.gov .	
Applicant Signature:	Date:

Subdivision Public Report Amendment Application Form - Rev. 06/2025 | www.azre.gov

Questions regarding this communication can be sent to Mandy Neat, ADRE Deputy Commissioner, at 602-771-7724 or online through the ADRE Message Center

Notice to Applicant Pursuant to A.R.S. § 41-1030

An agency shall not base a licensing decision in whole or in part on a licensing requirement or condition that is not specifically authorized by statute, rule or state tribal gaming compact. A general grant of authority in statute does not constitute a basis for imposing a licensing requirement or condition unless a rule is made pursuant to that general grant of authority that specifically authorizes the requirement or condition.

This section may be enforced in a private civil action and relief may be awarded against the State. The court may award reasonable attorney fees, damages and all fees associated with the license application to a party that prevails in an action against the state for a violation of this section.

A State employee may not intentionally or knowingly violate this section. A violation of this section is cause for disciplinary action or dismissal pursuant to the Agency's adopted personnel policy.

This section does not abrogate the immunity provided by section 12-820.01 or 12-820.02

Notice to Applicant Pursuant to A.R.S. § 41-1093

An agency shall limit all occupational regulations to regulations that are demonstrated to be necessary to specifically fulfill a public health, safety or welfare concern. Pursuant to sections 41-1093.02 and 41-1093.03. Arizona Revised statutes, you have the right to petition this agency to repeal or modify the occupational regulation or bring an action in a court of general jurisdiction to challenge the occupational regulation and to ensure compliance with section 41-1093.01, Arizona Revised Statutes.

Notice to Applicant Pursuant to A.R.S. § 41-1093.08

Pursuant to Arizona Revised Statutes, Title 41, Chapter 6, Article 11, an applicant, licensee, registrant or certificate holder may petition the Office of Administrative Hearings to request a review of a denial, suspension or revocation of a license, registration or certificate for a prior criminal offense.