

**APPLICATION FOR REPORT OF RESIDENTIAL BUILDING RECORDS  
CITY OF HERMOSA BEACH**

MAIL OR DELIVER TO: 1315 VALLEY DRIVE, HERMOSA BEACH, CALIFORNIA 90254  
COMMUNITY DEVELOPMENT DEPARTMENT

*PLEASE PRINT AND FILL OUT COMPLETELY  
INCOMPLETE OR ILLEGIBLE APPLICATIONS WILL NOT BE PROCESSED*

CHECK ONE: SINGLE FAMILY  DUPLEX  CONDO  APARTMENT BUILDING  NO. OF UNITS: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ ZONE: \_\_\_\_\_

ASSESSOR'S PARCEL NO.: \_\_\_\_\_ LOT SIZE: \_\_\_\_\_

OWNER: \_\_\_\_\_ BEDROOMS: \_\_\_\_\_

DATE: \_\_\_\_\_ BATHROOMS: \_\_\_\_\_

LEGAL DESCRIPTION: LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ KITCHENS: \_\_\_\_\_

TRACT \_\_\_\_\_ WETBAR: \_\_\_\_\_

PARKING SPACES: ENCLOSED \_\_\_\_\_ OPEN \_\_\_\_\_ AGE: \_\_\_\_\_

I DECLARE UNDER PENALTY OF PERJURY THAT I HAVE PERSONALLY INSPECTED THE ABOVE PREMISES AND THAT THE NUMBER OF INDIVIDUAL DWELLING UNITS LOCATED THEREON IS \_\_\_\_\_ UNITS.

\_\_\_\_\_  
(SIGNATURE OF LISTING AGENT, ADDRESS AND BROKERAGE)

\_\_\_\_\_  
(SIGNATURE OF OWNER (IF NO LISTING AGENT))

CITY OF HERMOSA BEACH BUSINESS LICENSE #: \_\_\_\_\_  
(MUST BE INCLUDED)

IT IS MANDATORY FOR REAL ESTATE BROKERS TO HAVE A BUSINESS LICENSE WITH THE CITY OF HERMOSA BEACH.

PERMISSION TO ENTER (OPTIONAL)

FOR THE PURPOSE OF VERIFYING THE ABOVE STATEMENT, I, OWNER OF THE ABOVE PROPERTY, HEREBY AUTHORIZE AND REQUEST THE CITY TO ENTER ON AND INSPECT THE ABOVE PREMISES, AND FURTHER STATE THAT ALL STATEMENTS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

\_\_\_\_\_  
SIGNATURE OF OWNER

**NOTE:** A REPORT OF RESIDENTIAL BUILDING RECORDS IS REQUIRED TO BE DELIVERED TO THE BUYER PRIOR TO THE CONCLUSION OF A SALE OR TRANSFER OF A RESIDENTIAL BUILDING.  
(ORDINANCE NO. N.S. 370, EFFECTIVE FEBRUARY 5, 1970).

**A FEE OF \$243 IS DUE AND PAYABLE WITH THIS APPLICATION**

**\$243 FEE RECEIVED:** BY: \_\_\_\_\_  
DATE: \_\_\_\_\_  
RECEIPT NO. \_\_\_\_\_

REPORT TO BE PICKED UP: \_\_\_\_\_ REPORT TO BE MAILED OUT: \_\_\_\_\_

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

***PROCESSING TIME IS ABOUT TWO WEEKS***