REQUEST FOR REPORT OF RESIDENTIAL BUILDING RECORDS
City of Manhattan Beach
Community Development Department
1400 Highland Ave, Manhattan Beach CA 90266
Building Division (310) 802-5505

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.
(M.B.M.C. 9.24, Effective September 20, 1973)

ALLOW 5 WORK-DAYS FOR COMPLETION
PLEASE PRINT AND FILL OUT COMPLETELY

CHECK ONE
SF DUPLEX CONDO TRI QUAD APT BLDG MIXED USE
In Garage No. Parking: Open

ADDRESS:

OWNER NAME(S):

ASSESSOR PARCEL NO.:

LEGAL DESCRIPTION: LOT: BLOCK: TRACT:

ESCROW CLOSING DATE: CHECK ONE OPTION:

E-MAIL PICK UP REPORT

APPLICANT INFORMATION

COMPANY: CONTACT:

ADDRESS:

PHONE NO: EMAIL:

AREAS BELOW ARE FOR CITY USE ONLY

By: Date Emailed: Date Called: Date Mailed:

PROPERTY HAS ONE OR MORE OF THE FOLLOWING SPECIAL CONDITIONS:

Alarm permit: Cesspool: Location:
Encroachment in Public Right of Way:

Tree Protection District: Underground Assessment
District:
Resolutions or Non-Conforming conditions:

Expired Permits: Non-Livable Space:
Usage Limitation(s):

Other: Other:

REPORT FEES

Report Processing (TC 4200) 307.00
Imaging (TC 4017) 2.00

Total Due $309.00

Cashier Validation Area

Initials/Date

* Effective 07/01/2018