DEVELOPMENT SERVICES
BUILDING INSPECTIONS
214 South C Street, Oxnard, CA 93030
(805) 385-7840

CITY OF OXNARD CALIFORNIA

REQUEST FOR REPORT OF BUILDING RECORDS

A report of building records is required to be delivered to the buyer prior to the sale or exchange of improved property [Ordinance No. 2383 (effective 1/9/96)].

A fee of $38.34* is due and payable with this request
$76.11 per hour if research involves 45 minutes or more

Property Address:_____

Property Legal Description:_____

_____

. Use of Building: ❑ Single Family ❑ Apartment ❑ Condominium
❑ Townhouse ❑ Commercial ❑ Industrial

Owner of Building: _____

Owner Address: _____

Escrow No:_____

Escrow Agent:_____
Name Address Phone

Buyer Real Estate Agent/Broker:_____
Name DRE License # Phone

Seller Real Estate Agent/Broker:_____
Name DRE License # Phone

Listing Agent:_____
Name DRE License # Phone

Report of Building Records to be: *(Please select one and provide contact information)*

❑ Pick up at 214 South C Street., Oxnard

❑ Mailed (Regular Mail): Name:_____

Address:_____

City/State/Zip:_____

_____
Applicant's Signature Date Phone Number

FOR OFFICE USE ONLY

Date Received:_____ Date Completed:_____

By:_____ By:_____