

Town of Corte Madera, CA

240 Tamal Vista Blvd., Ste. 110

Corte Madera, CA 94925

p: (415) 927-5062

[THIS BOX FOR DEPARTMENT USE ONLY]

Report No. _____

Date Submitted: _____

Fee Receipt No. _____

APPLICATION FOR REPORT OF RESIDENTIAL BUILDING RECORD

Please remit \$130.00 fee at time of application. You may mail the resale form with payment to the address listed above, or email to buildingpermit@tcmmail.org. A link to pay online by credit card will be provided at the time of application.

Turnaround time on resale reports is currently two weeks.

Prior to the sale or exchange of any residential building or residential site in the Town, the owner or his authorized agent shall obtain from the Town a Report of Residential Building Record showing the regularly authorized use, occupancy and zoning classifications of such property and all other pertinent information relating thereto. [Ord. 601 § 1 (part), 1973]

Effective 11/5/21, all residential properties in the Wildland Urban Interface fire zone require a Fire Resale Inspection. Order fire inspections and get more information here: centralmarinfire.org/resale

Type or Print All Information

ADDRESS (or APN if no address) of the RESIDENTIAL SITE to be reported on:

Property Owner Name: _____

Property Owner Address: _____

Listing Broker: _____

I, the APPLICANT, certify that I am the OWNER or the OWNER'S AUTHORIZED AGENT and that I am requesting from the Town of Corte Madera a Report of Residential Building Record for the property herein identified. I further certify that all information contained in this application is true and accurate to the best of my knowledge and belief.

PRINTED name of APPLICANT: _____

Mailing address of Applicant: _____

(Number)

(Street)

(City)

(State)

(Zip)

Telephone Number(s) of Applicant: (_____) _____ (_____) _____

E-mail Address: _____

Applicant Signature: _____ Date: _____

This Report of Residential Building Record is to be:

- Picked up at the Town of Corte Madera Planning & Building Office.
- Mailed to the Applicant.
- E-mailed to the Applicant.

