



Community & Economic Development  
Code Enforcement Division  
Mailing Address: 290 N. D Street, San Bernardino, CA 92401  
Phone: (909) 384-7272

POLICY STATEMENT AND  
REQUEST FOR INSPECTION AND RELEASE OF NOTICE OF PENDENCY/NOTICE OF NONCOMPLIANCE

Please submit this request with your contact information including phone number, email address and/or fax number. **Copies of the recorded document(s) are required. Copies of recorded documents may be obtained from the County Recorder's Office, any Title and/or Escrow company.**

- *If, **after inspection of the** property, the Notice of Pendency/Notice of Noncompliance has been approved for release, we require a **\$165 Release Fee** prior to submitting the Release to the County Recorder.*
- *If the property is not in compliance, you will be furnished with a Denial of Release listing the reasons for the Denial.*

*\*\*Please do not send the \$165 Release Fee until we contact you that the Notice of Pendency/Notice of Noncompliance will be released.*

Date: \_\_\_\_\_

Property Address: \_\_\_\_\_

Parcel Number (APN): \_\_\_\_\_

Number of Documents included: \_\_\_\_\_

Relationship to Property (Check One)

\_\_\_\_\_ Owner

\_\_\_\_\_ Other – Please Specify \_\_\_\_\_

SEND INFORMATION TO:

Name/Agency: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone: (     ) \_\_\_\_\_ Cell: (     ) \_\_\_\_\_