



CITY of SAN PABLO

City of New Directions

Community Development
Building Division

Tenant Request Form

Date: _____
Name: _____
Address: _____
Phone/Cell Number: _____

Dear Building Inspection Division:

I, _____, am a tenant at _____
_____, San Pablo, CA. I am writing you to request that a building
inspector come by my house and inspect it for health and/or safety hazards, and/or code violations. Some of
these are the following:

Landlord's or manager's name: _____

Address: _____

Phone: _____

I have notified the landlord/manager of these potential code violations in the following way(s):

_____ by email

_____ by letter sent on _____ (attach a copy)
(date)

_____ other (please explain, but per Municipal Code section 15.52.120, a written notification of the
violation to the owner or the owner's authorized representative before an inspection can occur)

Signature _____