

# Southern California City Pre-Sale Inspection & Transfer Requirements

The following is a list of cities in Southern California that require a pre-sale report, inspection, or permit on real properties. Before escrow can close, these cities require that sellers must disclose to the buyer what's on record for the property, including permits, violations, and building compliance, or must complete any other type of requirement such as a certificate of compliance or obtaining a permit. Many require an on-site inspection, some with the seller's real estate agent present. See below for details and fees.

County	City	Name of Report	Phone Number	Cost	Description/Notes
Los Angeles	Azusa	Real Property Records Report	626-812-5265	\$107-\$215*	All properties, including vacant land, but not first land. Buyer to acknowledge report, 6 month time limit. Prices subject to change every summer (updated March 8, 2012).
Los Angeles	Bell	Pre-Sale Inspection Report	323-588-6211 Ext. 2611	\$200+*	Inspection required only of exterior. Report to be delivered within 5 days of opening escrow.
Los Angeles	Beverly Hills	Smoke Detector & Water Conservation Plumbing Fixture Affidavit	310-285-1141	\$0	Buyer & Seller sign form. No inspection. Only deals with smoke detector and water conservation.
Los Angeles	Burbank	Retrofit Upon Sale Certificate of Compliance	818-238-3700	\$0	Water conservation only. No inspection. Buyer & Seller sign on Certificate of Compliance.
Los Angeles	Compton	Pre-Sale Inspection	310-605-5509	\$60-\$120*	Inspection required. Residential Only. Call for application form. Buyer acknowledgement of Residential Building Report needed.
Los Angeles	Cudahy	Pre-Inspection Report	323-773-5143	\$255 up to 5 Units*	Inspection required. Pick up form at Building and Safety, pay and obtain appointment. Residential, commercial and vacant land.
Los Angeles	Culver City	Report for Residential Building Records	310-253-5800	\$96-\$128	No inspection. Need on residential & commercial properties, no vacant land. Call for application. Takes 10 business days. Buyer needs to acknowledge.
Los Angeles	El Monte	Property Inspection Report	626-580-2050	\$195.50-\$252.50*	Inspection required. Residential and commercial properties. Call for application form. Buyer acknowledgement needed.
Los Angeles	Gardena	Property Information Report	310-217-9530	\$381-\$484	Inspection required only of exterior. Report to be delivered 15 days prior to closing. Residential and commercial. Condos are exempt. Buyer can sign a Waiver. Buyer must acknowledge either the report or the Waiver.
Los Angeles	Hawaiian Gardens	Pre-Sale Inspection	562-420-2641	\$265	Inspection required. Residential and commercial properties. New construction exempt. Deliver 21 days before closing, Buyer to acknowledge.
Los Angeles	Hermosa Beach	Report for Residential Building Records	310-318-0235	\$263	Residential only. Takes 2 weeks to process. Exterior inspection only. Good for 6 months.
Los Angeles	Inglewood	Report of Building Records and Code Violations	310-412-5294	\$163*	Inspection required. All properties, including commercial and vacant land. Buyer needs to acknowledge. Good for 6 months.
Los Angeles	Lomita	Pre-Sale Report	310-325-7110	\$162.18-\$324.36	*This does not include the cost of an interior building inspection. If requested by the property owner, the Los Angeles County DPW hourly rate shall apply.
Los Angeles	Long Beach	Garage Inspection Report in Parking Impacted Areas	562-570-2633	\$95+*	Inspection for compliance with off-street parking requirements.
Los Angeles	Los Angeles City	9A Residential Property Report	213-485-2216	\$70.85	No inspection. Need on residential & vacant land. No commercial or first sale of new residential building. Need application form with original signatures by Seller (and Buyer if Buyer is doing work). Good for 6 months.
Los Angeles	Los Angeles DWP	Certificate of Compliance	213-284-6130	\$15-\$75*	Licensed plumber to certify low-flow toilets and showerheads and sign Certificate of Compliance. Seller and Buyer also to sign.
Los Angeles	Lynwood	Pre-Sale Real Property Report	310-603-0220 Ext. 289	\$230.44	Inspection of exterior only. Residential only. Call for application form. Real Estate Agent needs to have business license for Lynwood to apply.
Los Angeles	Malibu	Wastewater Treatment System Point of Sale Inspection	310-456-2489	Call	An operating permit will not be issued to a property owner until the OWTS has been inspected by a city-approved OWTS inspector and found to be operating in compliance with the city's Guidelines for the Inspection of Onsite Wastewater Treatment Systems.
		Wastewater Treatment System Transfer of Permit		\$197	Transfer an existing operating permit. Only applies to properties with septic system.
Los Angeles	Manhattan Beach	Residential Building Reports	310-802-5505	\$303	No inspection. Residential only. Application under Forms "Residential Building Report" on website. Water Conservation Retrofit required.
Los Angeles	Maywood	Pre-Sale Home Inspection	323-562-5727	\$110	Inspection required. Application is multiple carbon copy. Call them to mail. Buyer needs to acknowledge report and this report cannot be waived. No expiration date, good until sale of property again. Whoever is applying for report needs to have a Business License with City.
Los Angeles	Palos Verdes Estates	Real Property Records Report	310-378-0383	\$145.77	Inspection not needed. Takes 5 working days. Good for 6 months. Homeowner applies. If third party applies, needs a City Business License in order to apply.

\*Extra Fee per Unit or Per Hour. Check with City for specific details.

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County	City	Name of Report	Phone Number	Cost	Description/Notes
Los Angeles	Pasadena	Occupancy Inspection Program	626-744-4633	\$150.38	Inspection required and cannot be waived. Single family, duplex, condos. Seller can assign responsibility for corrective work to Buyer which will require their acknowledgement. Buyer has 6 months to comply. Certificate is valid for 1 year. Must go in to apply.
Los Angeles	Redondo Beach	Report of Residential Building	310-318-0636	\$40	Residential only. No inspection unless their records show violations exist. Buyer to acknowledge. Good for 6 months.
Los Angeles	Rolling Hills Estates	Pre-Sale Inspection Report	310-377-1577	\$200-\$300	Residential only. Buyer can choose a record search only or with an on-site inspection. Buyer to complete application. Takes 7 business days. Must have to close.
Los Angeles	San Fernando	Residential Property Presale Inspection	818-898-1227	\$240	The Program is intended to protect and promote the existence of safe residential buildings, dwelling units, and neighborhoods by the enforcement of regulations designed to correct and prevent the sale or transfer residential buildings and dwelling units that are dangerous, deficient, substandard or unsanitary.
Los Angeles	San Marino	Residential Compliance Certificate	626-300-0700	\$65	Residential only. Inspection fee separate. Apply in person, they will provide list of individuals or report. All violations must be corrected within 6 months. Takes 10 business days. Good 2 years or when sold.
Los Angeles	Santa Monica	Retrofit Upon Sale Online Application	310-458-8459	Fees Vary	Inspections are required if the building was constructed prior to 1994 and has not been issued a Certificate of Compliance for a previous sale.
		Report of Residential Building Records	310-458-8355	\$234.46	Inspections not required. Computer generated report. Can fill it out online. Cannot be waived. Buyer must acknowledge. Good for 6 months. Look for application form under "Forms – Public Records – Public Records Request".
Los Angeles	South Gate	Pre-Sale Inspection	323-563-9500	\$63	Inspection required. Residential only or residential in mixed use units. Code violations to be corrected within a year by Seller or Buyer. Buyer to acknowledge. Report is good for one year.
Los Angeles	Signal Hill	Residence Inspection Program	562-989-7348	\$535-\$1,339	Only for 4 units and up residential properties. Valid for 6 months. Buyer does not need to acknowledge. Must go to City to obtain application, 10:30-11:30 Monday-Friday.
Los Angeles	Torrance	Smoke Detector Cert of Compliance	310-618-5898	\$0	No property inspection or report required. However, does need a Smoke Detector Compliance done by Contractor.
Los Angeles	West Hollywood	Seismic Gas Shutoff Valve (Section 1219.1.3)	323-848-6320	Call	Applies to any building or structure for which a building permit was first issued on or after February 15, 2001, with some exceptions.
Orange	Huntington Beach	Residential Pre-Sale Inspection Program	323-584-6271	\$0	Inspection required. Single family 1-4 units and vacant land required. No commercial or over 4 units. Good for 6 months.
Orange	Laguna Beach	Real Property Report	949-497-0714	\$400-\$545	No inspection. All properties, including commercial and vacant land. Go down to Building Dept and pick up application and pay. Realtor needs to have his City Business License to show. Takes 7 days.
Orange	Newport Beach	Report of Residential Building Records	949-644-3288	\$184	Residential only. Inspection not required, but if declined, will be noted on report for Buyer to acknowledge. Takes 30 days to complete after application submitted. Corrections to be done within 30 days or Buyer can assume responsibility. Good for one year.
Riverside	Cathedral City	Smoke Detector Inspection	760-770-8200	\$52	Realtor is asked to be present during inspection.
Riverside	Palm Springs	Smoke Detector Inspection	760-323-8186	\$111-\$186	Applies to Single family residences, condominiums, duplexes, and mobile homes.
Riverside	Perris	Water Service	951-943-4610	\$125	Applies to Single family residences, condominiums, duplexes, and mobile homes.
San Bernardino	Rialto	Water Deposit	909-820-2546	Varies	Residential water deposits are required to establish service. Deposits are credited back to the account after two years of on-time payments and never having appeared on the turn-off list.
		Sewer Deposit		\$103	Residential sewer deposits are required to establish service.
San Diego	San Diego	Water Conservation Verification Certificate	619-515-3500	\$10	Water Conservation Certificate (Certificate) verification system will identify which properties already have a valid Certificate on file with the City of San Diego Water Department
Ventura	Oxnard	Report of Building Records	805-385-7840	\$47.25*	Inspection not required. Residential and commercial. Buyer to acknowledge. Takes 7 days to process. Good for 6 months. Call Patricia or Ruby for fax or e-mail of application.
Ventura	Port Hueneme	Residential & Commercial Building Records	805-986-6500	\$48-\$119*	Has option of report only or report and inspection. Required for residential and commercial. Buyer can waive with signature on waiver and sent to Building and Safety. Can obtain a supplement to original report that was obtained 6 months prior. No application online. Call for application.
Ventura	Thousand Oaks	Report of Residential Building Records	805-449-2500	\$82-\$308	Inspections required only if there are open permits, cost is then \$245. No inspection cost is \$65. Good for 6 months. Takes up to 10 working days to get.

