



HOUSING CODE INSPECTIONS REQUEST FOR BILLING ADJUSTMENT

Planning & Development Department
Building & Safety Division
Housing Code Inspections

Berkeley property owners who wish to dispute a Housing Code Inspections fee should complete this form and submit it to the address listed below. Please attach a copy of your billing statement.

Requested by:

Name of applicant (print)

Date of request

Property address

Case or Customer Number

Adjustment amount

I hereby request an adjustment of fees for an inspection made as follows:

Date(s) of Inspection: _____

Reason for Adjustment: _____

Applicant's signature

Mailing address

Phone number

For office use only	MR # ☐ _____ Alternate # ☐ _____		
	Recommended:		
Inspector ☐ _____	☐ Yes \$ _____	☐ No \$ _____	Date: ☐ _____
Comments: ☐ _____			
Supervisor ☐ _____	☐ Yes \$ _____	☐ No \$ _____	Date: ☐ _____
Comments: ☐ _____			