

CHANGE OF OWNERSHIP/CONTACT INFORMATION

If you are changing ownership of a building in Santa Monica or need to update your contact information with the fire department, please fill out this form and submit to the Santa Monica Fire department, Fire Prevention Division, via email or mail. Failure to update your information could result in additional late fees added onto your Annual Fire Inspection.

1. Building Location

Address of Building:	Date of Ownership Change:
Business Name (if applicable):	
Nature of Business at this Location:	

2. Building Owner

Name of Building Owner:	
Owner's Address (include City/State/Zip Code):	
Phone Number of Owner:	Email Address of Owner:
Best Contact in case of Emergency (if not the owner):	

3. Billing Information (if different than owner information)

Name of Invoice:	Phone Number:
Address (include City/State/Zip Code):	
Email Address:	

Santa Monica Fire Department
333 Olympic Dr. Santa Monica, CA 90401
Phone: (310) 458-8915
Email: sm.fireprevention@santamonica.gov

