



2600 HOLLYWOOD BLVD  
P.O. BOX 229045, HOLLYWOOD, FL 33020-9045  
BUILDING DIVISION

7/12/2021

**ATTENTION INDIVIDUAL UNIT OWNER**

This notice is for informational purposes only to notify you that your building is due for the Building Safety Inspection Program. Please contact your property manager or Condominium Association Board regarding inspections of your unit and/or common areas of your building.

**FOLIO # 12345678910**  
**YOUR NAME**  
**YOUR ADDRESS**  
**YOUR CITY, STATE ZIP CODE**

Dear Sir or Madam:

In an effort to ensure public safety and the proper maintenance of older buildings, the Broward County Board of Rules and Appeals has implemented a Building Safety Inspection Program, which affects buildings that are over 40 years of age and 3,500 square feet or more in floor area. We have been notified by the Board of Rules and Appeals the building(s) located on the above referenced property is (are) required to comply with this program.

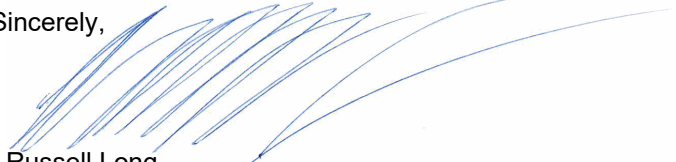
As noted in Florida Building Code, Section 110.15, the Building Safety Inspection Program requires the property owner to retain a Professional Engineer or Architect to inspect the building's structural and electrical components. It is your responsibility to provide completed Building Safety Inspection Report Forms ("Inspection Reports") to the City of Hollywood Building Division within 90 days of your receipt of this letter. After your report is submitted, any deficiencies noted in the Inspection Reports must be repaired or corrected within 180 days of the date of the Engineer's or Architect's report. City Code provides for an administrative fee of \$300.00 to be paid at the time of submittal of the completed Inspection Reports to the Building Division.

Please visit the City website at [www.hollywoodfl.org](http://www.hollywoodfl.org), Building Division, County Policies and Forms, for copies of the Inspection Reports required by Broward County, including an outline of all building components to be inspected by your Architect or Engineer. We appreciate your timely attention in this matter. For more information regarding the Building Safety Program or other inquiries, please email [BuildingRecertification@HollywoodFL.org](mailto:BuildingRecertification@HollywoodFL.org) or contact Marlen Batista at 954.921.3025 or 954.921.3335.

Please mail or deliver your completed inspection report with fee to the above address and include your phone number and email address for further assistance.

Thank you in advance for your participation in the Building Safety Inspection Program

Sincerely,



Russell Long  
Chief Building Official