INSPECTION APPOINTMENT NOTICE

Current Resident
3400 RICHMOND PARKWAY Apt 2721
RICHMOND, CA 94806-5207

Rental Unit:
3400 RICHMOND PARKWAY Apt 2721
RICHMOND, CA 94806-5207

Property ID:
Client ID: 7658

Dear Current Resident,

A City of Richmond Residential Rental Inspection Program inspection of your property at **3400 RICHMOND PARKWAY Apt 2721 RICHMOND, CA 94806-5207** has been scheduled for **June 26, 2026** between **09:00AM** and **12:00PM**.

You, the landlord, or your representative, 18 years or older, are required to be present for the inspection. **It is your obligation to notify your tenants at least 24 hours in advance of any scheduled inspection of the property.** Please make sure all animals are restrained at the time of the inspection. If your complex or rental property has a secure entry, please call the number below in advance so special arrangements can be made.

Please contact your tenant to find out if any repairs are needed. All necessary repairs should be completed before the inspection. The property owner is responsible for providing the tenant with notification of this inspection.

If you have any questions, please refer to the program website at: **http://ci.richmond.ca.us/index.aspx?nid=2101** or please contact us at **510-690-8260**. Any requests to reschedule the above inspection must be made at least three (3) business days prior to the scheduled date. Requests received less than three (3) business days prior to the scheduled date may be denied.

Any rescheduled inspection must be rescheduled for a date no later than 14 days after the date of the inspection date provided above. Please be advised that the property owners or collective tenants can only reschedule the inspection once. Any further request to reschedule the inspection must be based on good cause and approved by the inspector. Please refer to RMC section 6.40.080 for additional information on inspection notices and rescheduling procedures.

Sincerely,

City of Richmond
Residential Rental Inspections Program