



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 1218  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 1218 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 01:00PM and 04:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
2.5	Kitchen/Window Condition broken blinds. replace	O

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

Please be advised that if the Tenant does not complete the repairs that are his/her responsibility and the owner cannot provide proper proof of notification to the tenant regarding the items, the owner becomes responsible for ensuring the repairs are completed.

If you have any questions regarding your inspection or any fail items, please contact us by phone at 510-690-8260 for further information.

Sincerely,

City of Richmond  
Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 1313  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 1313 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 01:00PM and 04:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
2.12	Kitchen/Sink garbage disposal making loud noise. repair or replace.	O

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

Please be advised that if the Tenant does not complete the repairs that are his/her responsibility and the owner cannot provide proper proof of notification to the tenant regarding the items, the owner becomes responsible for ensuring the repairs are completed.

If you have any questions regarding your inspection or any fail items, please contact us by phone at 510-690-8260 for further information.

Sincerely,

City of Richmond  
Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 317  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 317 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 11:00AM and 02:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
2.10	Kitchen/Stove or Range with Oven Range hood vent screens missing, install	O

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

Please be advised that if the Tenant does not complete the repairs that are his/her responsibility and the owner cannot provide proper proof of notification to the tenant regarding the items, the owner becomes responsible for ensuring the repairs are completed.

If you have any questions regarding your inspection or any fail items, please contact us by phone at 510-690-8260 for further information.

Sincerely,

City of Richmond  
Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 318  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 318 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 11:00AM and 02:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
2.12	Kitchen/Sink 1 - Garbage disposal inoperable, repair  2 - Dishwasher drains through air gap, repair as dishwasher must drain through garbage disposal	O

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

Please be advised that if the Tenant does not complete the repairs that are his/her responsibility and the owner cannot provide proper proof of notification to the tenant regarding the items, the owner becomes responsible for ensuring the repairs are completed.

If you have any questions regarding your inspection or any fail items, please contact us by phone at 510-690-8260 for further information.

Sincerely,

City of Richmond  
Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 321  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 321 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 11:00AM and 02:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
2.10	Kitchen/Stove or Range with Oven Range hood/microwave handle missing/damaged	O

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

Please be advised that if the Tenant does not complete the repairs that are his/her responsibility and the owner cannot provide proper proof of notification to the tenant regarding the items, the owner becomes responsible for ensuring the repairs are completed.

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Sincerely,

City of Richmond  
Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 322  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 322 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 11:00AM and 02:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
7.4	Heating and Plumbing/Water Heater Tenant to remove personal items stored in hot water heater closet	T

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

Please be advised that if the Tenant does not complete the repairs that are his/her responsibility and the owner cannot provide proper proof of notification to the tenant regarding the items, the owner becomes responsible for ensuring the repairs are completed.

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Sincerely,

City of Richmond  
Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 326  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 326 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 11:00AM and 02:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
2.10	Kitchen/Stove or Range with Oven Range hood vent screens missing, install	O

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

Please be advised that if the Tenant does not complete the repairs that are his/her responsibility and the owner cannot provide proper proof of notification to the tenant regarding the items, the owner becomes responsible for ensuring the repairs are completed.

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Sincerely,

City of Richmond  
Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 327  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 327 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 11:00AM and 02:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
7.4	Heating and Plumbing/Water Heater Tenant to remove personal items stored in hot water heater storage closet	T

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

Please be advised that if the Tenant does not complete the repairs that are his/her responsibility and the owner cannot provide proper proof of notification to the tenant regarding the items, the owner becomes responsible for ensuring the repairs are completed.

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Sincerely,

City of Richmond  
Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 328  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 328 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 11:00AM and 02:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an “O” are the responsibility of the Owner and the items marked with a “T” are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR “FAIL” RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
4.5	Other Rooms/Window Condition Tenant to move bed blocking access to window, fire exit must be free and clear of any obstruction.	T

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

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Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 333  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 333 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 01:00PM and 04:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
8.7	General Health and Safety/Other Interior Hazards Install carbon monoxide detector in unit, gas appliances present	O

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

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Sincerely,

City of Richmond  
Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 336  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 336 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 01:00PM and 04:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
2.10	Kitchen/Stove or Range with Oven Right rear burner inoperable/not self lighting, repair	O

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

Please be advised that if the Tenant does not complete the repairs that are his/her responsibility and the owner cannot provide proper proof of notification to the tenant regarding the items, the owner becomes responsible for ensuring the repairs are completed.

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Sincerely,

City of Richmond  
Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 337  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 337 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 01:00PM and 04:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
8.6	General Health and Safety/Interior Stairs and Common Halls Complete repairs to hallway ceiling, large hole around sprinkler	O
8.4	General Health and Safety/Garbage and Debris Tenant to move items stored in hot water heater closet and excessive items on patio	T
2.10	Kitchen/Stove or Range with Oven 1 - remove foil from stove as it can retain oil and become fire hazard  2 - clean excessive grease splatter on stove and range hood	T



6/10/2025

**FAILED INSPECTION NOTICE**

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

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Sincerely,

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Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 338  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 338 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 01:00PM and 04:00PM.**

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<u>Area</u>	<u>REASON(S) FOR “FAIL” RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
1.3	Living Room/Electrical Hazards A missing and/or cracked coverplate presents an electrical hazard. Outlet right of patio door has cracked cover plate that needs to be replaced	O
2.12	Kitchen/Sink Dishwasher inoperable, repair	O
7.4	Heating and Plumbing/Water Heater Tenant to move personal items stored in hot water heater closet	T
6.4	Building Exterior/Condition of Exterior Surfaces Exterior patio outlet missing weatherproof cover, replace	O
4.4	Other Rooms/Security Remove keyed lock from interior door.	T
4.10	Other Rooms/Smoke Detectors Low audible alert, repair or replace	O



6/10/2025

**FAILED INSPECTION NOTICE**

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Sincerely,

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Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 411  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 411 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 01:00PM and 04:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
4.10	Other Rooms/Smoke Detectors Low audible alert, repair or replace	O
4.5	Other Rooms/Window Condition Tenant to move desk to allow direct access to window (fire exit)	T

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

Please be advised that if the Tenant does not complete the repairs that are his/her responsibility and the owner cannot provide proper proof of notification to the tenant regarding the items, the owner becomes responsible for ensuring the repairs are completed.

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Sincerely,

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Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 412  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 412 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 01:00PM and 04:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
3.11	Bathroom/Fixed Wash Basin or Lavatory in Unit Cabinet door missing, replace	O
8.4	General Health and Safety/Garbage and Debris Tenant to declutter unit, excessive clutter throughout unit	T

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

Please be advised that if the Tenant does not complete the repairs that are his/her responsibility and the owner cannot provide proper proof of notification to the tenant regarding the items, the owner becomes responsible for ensuring the repairs are completed.

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Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 414  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 414 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/04/2025 between 01:00PM and 04:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
4.4	Other Rooms/Security No access to room as door locked, tenant to provide access to room for inspection. Someone was in shower in bedroom 2 and didnt respond to inspector or property manager.	T
3.1	Bathroom/Bathroom Present No access to room as door locked, tenant to provide access to room for inspection. Someone was in shower in bedroom 2 and didnt respond to inspector or property manager.	
2.10	Kitchen/Stove or Range with Oven Range hood vent screens missing, install	O



6/10/2025

**FAILED INSPECTION NOTICE**

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

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Sincerely,

City of Richmond  
Residential Rental Inspections Program



6/10/2025

**FAILED INSPECTION NOTICE**

Richmond Essex Lp  
TRENNILLE A BRASS  
2601 Hilltop Drive, Leasing Office  
Richmond, CA 94806

Property:  
2601 HILLTOP DR Apt 417  
RICHMOND, CA 94806-5783-

PropID:  
Client ID: 7274

Dear Owner/Agent,

This letter is to inform you that your property at **2601 HILLTOP DR Apt 417 RICHMOND, CA 94806-5783** failed the Housing Quality Standards (HQS) inspection on 06/05/2025.

**A re-inspection has been scheduled for 08/05/2025 between 09:00AM and 12:00PM.**

It is your responsibility to correct the following items as shown below. The Items marked with an "O" are the responsibility of the Owner and the items marked with a "T" are the responsibility of the Tenant. Please inform your tenant of any tenant responsible fail items.

<u>Area</u>	<u>REASON(S) FOR "FAIL" RATING AND OTHER COMMENTS</u>	<u>Tenant/Owner</u>
2.10	Kitchen/Stove or Range with Oven Right rear burner inoperable/not self lighting. Repair	O

Please be advised that if the **Owner** does not complete the repairs that are his/her responsibility, additional fees may apply.

Please be advised that if the Tenant does not complete the repairs that are his/her responsibility and the owner cannot provide proper proof of notification to the tenant regarding the items, the owner becomes responsible for ensuring the repairs are completed.

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Sincerely,

City of Richmond  
Residential Rental Inspections Program