



KIMBERLEY DRISCOLL
MAYOR

CITY OF SALEM
PUBLIC PROPERTY
DEPARTMENT

120 WASHINGTON STREET ♦ SALEM, MASSACHUSETTS 01970
TEL: 978-745-9595 ♦ FAX: 978-740-9846

RE: Certificate of Inspection Renewal Notice

Dear Building Owner/Manager,
The Certificate of Inspection for your building has recently expired or is about to expire. A periodic inspection of your property is required by the State Building Code 780 CMR Section 106.

Please fill out the attached form with the requested information and return it to this office with a check payable to the City of Salem.

Please have on hand at the time of the inspection current test reports for fire alarm and sprinkler systems.

Please direct any questions to 978-745-9595 x5644 or to my email address at ***tmcgrath@salem.com***

Sincerely,

Thomas McGrath
Assistant Building Inspector
City of Salem