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## Building Department Informational Handout Smoke/CO Alarm Self Verification Form

Handout No. 4  
Revised 04/08/15

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Dear Property Owner:

As of (date) the California Residential Code requires carbon monoxide alarms to be installed in dwelling units as well as smoke alarms when building permits are issued and the scope of work exceeds a total cost or calculated valuation of \$1,000. The installation is required regardless of whether the work performed is interior or exterior. In order to grant final approval of your permit, it is necessary to verify the installation of these alarms. This form provides the ability for you to self-verify when work performed does not allow convenient access to the interior of the dwelling.

As of January 1, 2014, all new and replacement battery operated smoke alarms must be equipped with a non-replaceable, non-removable battery capable of powering the alarm for 10 years. All existing smoke alarms will have to be replaced after 10 years from the date of manufacture if the date of manufacturer cannot be determined, the alarms should be replaced as soon as possible with the new type.

By signing this document, you are certifying to the City of Cotati Building and Safety Division that both smoke alarms and CO alarms have been installed on the above referenced project as specified below. Smoke alarms are installed in accordance with the approved manufacturer's instructions in all of the following areas:

- Each sleeping unit;
- In hallways of areas giving access to the sleeping units;
- On each floor, if multi-story;
- In the basement, if one exists.

Carbon Monoxide alarms are installed in accordance with the approved manufacturer's instructions in all of the following areas where fossil fuel burning appliances are installed, including fireplaces:

- Outside each sleeping unit;
- On every floor of dwelling unit, including basements, outside each sleeping unit.

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Property Owner's Name

Signature

Date

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Permit Number/Project Address

Please fill in the permit number above and the requested information above and return the form by mail to the City of Cotati Building & Safety Division, 201 West Sierra Avenue, Cotati, CA 94931. **Alternatively, this form may be submitted to the building inspector at the time the final inspection is performed.**