



**Pima County
Development Services Department**

Building and Site Development Administration
201 N. Stone Avenue, 1st Floor
Tucson, Arizona 85701-1207
Email: BuildingSafetyAdmin@Pima.Gov

Request for Residential or Commercial Building Records Information Search

This Request may be sent to BuildingSafetyAdmin@Pima.Gov or mailed to the address provided above. It is the responsibility of the applicant to provide the correct address at the time of request.

Fees: There is a \$0.25 per page fee for paper copies only.

*****PLEASE BE ADVISED RESIDENTIAL PLANS BUILT BEFORE 2007 MAY NOT BE AVAILABLE DUE TO THE STATE RETENTION SCHEDULE*****

Date: _____

Information Requesting: Residential Commercial

Requested Permit Activity Number: _____

Requested Address or Parcel Number: _____

Records Requesting:

If "Other" please specify: _____

Contact Name: _____

Contact Phone Number: _____

Contact Email Address: _____

Residential record searches take up to two days for completion. Commercial Record searches take up to five business days. Please provide an email address to return records to.

Please note some permit information may be obtained at Development Services' website at www.pima.gov/developmentservices.