



BELMONT FIRE DEPARTMENT

FIRE PREVENTION BUREAU
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Fire Prevention Bureau
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Please distribute copies of this document to all your realtors and assistants

**Subject: Changes in the Smoke Detector / Carbon Monoxide Detector
Certificate-of-Compliance Application Process
For the Sale or Transfer of Property**

Effective for August 25, 2010 inspections, and all inspections thereafter for the sale or transfer of property, the following procedures must be followed when applying for a smoke-and-carbon-monoxide-detector Certificate of Compliance inspection.

Applicants must first go to the Building Department, which is on the second floor of the Homer Building at 19 Moore Street in Belmont Center.

There you will complete the Certificate of Compliance application. It will allow the Building Department to research the property under the new State of MA regulations instituted in April 2010. For this there will be an additional administrative fee of \$25 to the Building Department.

The total Certificate of Compliance payment will be made to the Building Department at that time – and payments must be made by check or money order only - cash will not be accepted. Any re-inspection fee will be made to the Captain/inspector at the time of the re-inspection.

Call us between 5 and 10 days of that initial application in order to make, or confirm, an appointment for an inspection of the property. The Fire Department will not be able to inspect the property until we receive the Certificate of Compliance from the Building Department. Our phone number is 617-993-2210.

At this time, we suggest you allow at least 10 business days for the process.