



South Coast Air Quality Management District  
21865 Copley Drive  
Diamond Bar, CA 91765  
(909) 396-2336

**INSTRUCTIONS FOR THE ASBESTOS - DEMOLITION NOTIFICATION FORM**  
**For Homeowners submitting 14-Calendar Day Demolition Notifications ONLY**  
Contractors use the [Rule 1403 Asbestos Notifications Web Application](#)

**NOTIFICATION TYPE:** Check **ORIGINAL** for first time Notification. Check **REVISION DATES** to change the **START** or **END** project schedule dates. **REVISIONS** are for updating information on Notifications in which the project **END** date has not expired. Revision of site location address *requires a new Notification*. Check **CANCELLATION** to cancel a prior Notification. Use **REVISION OTHER** for updating other information

**COMPLETED BY:** Type the name and phone number of the person completing the Notification form, the date, check number, fee amount.

**SITE INFORMATION:** Provide detailed information about the site location and/or building(s) where the demolition is to occur, including a cross street. **DESCRIBE WORK AND LOCATION** by providing the specific work and areas within the facility or structure. Examples: *demo Monroe Hall, demo kitchen of Bldg. #2.*

**SITE OWNER:** Name, physical address and phone number of the site legal owner.

**PROJECT DATES:** The actual **START** and **END** dates and work shifts of the Demolition project. Changes of project scheduled dates stated in **ORIGINAL** or previous Notifications require a **Revision** to the previous Notification.

**\*BUILDING SIZE IN SQ FT:** Provide the size of the structure in square feet. For structure **Demolition**, the fee is based on the structure size.

**REQUIRED BUILDING INFORMATION:** Check a **YES** or **NO** answer for each question.

**Asbestos Surveys performed by Certified Asbestos Consultants are required prior to all demolitions.** Asbestos must be removed **prior** to **ALL** demolitions.

State when and who removed the asbestos. Demolitions require **proof of prior** asbestos survey and removal, and the **Structure Size** to calculate the Notification fee. For partial demolitions provide the size of the area to be demolished in square feet.

**CONTINGENCY PLAN:** Check the actions to be followed if unexpected asbestos is found or nonfriable asbestos is rendered friable.

**WASTE TRANSPORT:** Name the company transporting the demolition waste to a landfill.

**LANDFILL:** Name and address of the landfill where the demolition waste will be sent.

**SURVEY REQUIREMENT:** Asbestos surveys are required prior to any demolition. All asbestos must be removed prior to structure demolition.

**NOTIFICATION REQUIREMENTS:** Postmark Notifications **10 work days prior** to starting **any** demolition. Notifications shall be filled, signed, paid, and submitted. Notifications without signature(s) require a revision.

**FEE REQUIREMENT:** [Rule 301\(o\)](#) requires all Notifications to be submitted with appropriate fees. Fees are per Notification and are not refundable. Notifications submitted without appropriate fees may be returned, deemed incomplete, and referred to the compliance unit for follow-up. Projects conducted without a valid Notification are subject to local and federal enforcement. Cancellations of Notifications are exempt from fees - other requirements may apply.

**REVISIONS TO THE NOTIFICATION:** Update the Notifications as necessary and explain the reason for the revision. For Revision Amount Notifications state the amount in the previous Notification. The Revision Amount fee is the difference between the new Project Size Fee category and the Original Project Size Fee category. Revisions increasing the demolition size but remaining in the same amount/size category stated in a previous Notification(s) requires only a revision fee. Increase in amount/size category requires a revision fee and a fee for the difference in amount between the new Project Size Fee Category and the original Project Size category. Fees are per Notification and multiple service charge fees may apply. **Notifications expire on the project schedule End Date and cannot be revised after the expired End Date.**

**MAILING REQUIREMENT:** Postmark/Mail the Notification and fee to **SCAQMD, P.O. Box 55641, LOS ANGELES, CA 90074-5641**. Mailing saves time, money and reduces traffic and air pollution.

**DEMOLITIONS** require 4 **PRIOR** steps **1-Asbestos Survey, 2-Asbestos Removal, 3-SCAQMD Notification, and 4-Building & Safety demolition permit**. **ALL** demolitions require a Notification by the contractor/operator performing the demolition. Demolition is defined as the wrecking or taking out of load-supporting structural member(s) of a structure or the intentional burning of a structure. Dismantling of partitions and installation of windows and doors through load-supporting walls without asbestos is exempt from Notification.

**Keep three (3) copies of this Notification Form** for your records, **to post at the worksite**, and to obtain a city demolition permit. See [California Health and Safety Code 19827.5](#) requiring that you provide a copy of this demolition Notification form to Building and Safety before issuance of a demolition permit. This law **does not** require proof of receipt or approval by SCAQMD. Mail the signed original Notification form, fee and any attachments to **SCAQMD, P.O. Box #55641, LOS ANGELES, CA 90074-5641**. Mailing saves time, money, gasoline, and reduces traffic, energy use and air pollution. Los Angeles City, Palm Springs Fire Department, and Cal-OSHA require a separate Notification. For questions call the asbestos **HOTLINE at 909-396-2336**.

[Notification Form](#), instructions, and [Rule 1403](#) can be found at <http://www.aqmd.gov/comply/asbestos/asbestos.html>