



September 22, 2008

Superintendent <name>

School District <name>

Address

City, CA zip code

Subject: Information for School Districts regarding the AB 300 Seismic Safety Inventory of California Public Schools

Dear Superintendent <name>:

The enclosed letter (Attachment 1) regarding AB 300 was sent out to all California School District Superintendents in January, 2003. It is being resent to remind Superintendents of the importance of examining seismically sensitive structures and to ask you to assist us in updating the original AB 300 information.

Please review the enclosed AB 300 inventory (Attachment 2) of school buildings in the School District <name> and please complete and return the enclosed form DSA-300 for each building (including any building constructed before July 1, 1978 that may have been missed on the original inventory). Make as many copies of the form as needed and submit one per building.

Please send the requested information to the Division of the State Architect, Headquarters office, attn: Dennis Bellet, at the address above, by November 14, 2008.

Should you have questions please contact me or Dennis Bellet at dennis.bellet@dgs.ca.gov or (916)445-0783.

David F. Thorman, AIA
State Architect

Enclosures:

- text of 2003 letter from State Architect to School Districts
- excerpt from the AB 300 Inventory Report
- form DSA-300