

**SC HTF Home Repair
HTF-2A Inspection Request Form**

Date of Request: _____

SC HTF Award #: _____

Sponsor Name: _____ Contact: _____

E-mail: _____ Cell#: _____

Alternate Contact

Contact #2: _____ Cell#: _____

Contact #3: _____ Cell#: _____

Project Information

Beneficiary Name: _____ Phone/ Cell#: _____

Address: _____ E-mail: _____

City, State, Zip: _____ County: _____

Number of Household Members: _____

Inspection Type:

- Property Assessment Inspection Preliminary Scope of Work Inspection Scope of Work Inspection
- Quality Control Revised Scope of Work Inspection # _____
- Interim Draw Inspection # _____ Percentage Complete % _____ Amount Requested: _____
- Change Order Review # _____ Change of Contractor Request
- Desk Review 100 % Final Inspection

Attachments:

- HTF-2B Work Write-Up HTF-2C Change Order Request HTF-2D Certification of Work Completed
- HTF-2E SC Housing Essential Property Standards Checklist HTF-4A Draw Request for Payment
- HTF-4B Draw Summary Form HTF-4C Certification of Payment HTF-4D Draw Schedule Request
- HTF-1B Hazardous Materials Affidavit Environmental Inspections
- HTF-5A Receipt of the Small Entity Compliance Guide Environmental Test Results
- HTF-5B Receipt of Pre-Renovation Hazardous Materials Test Results Scopes of Work/ Quotes
- HTF- 5C Receipt of EPA's Safe Guide to Renovate Right Contractor License and Insurance
- HTF-5D Receipt of Post-Renovation Hazardous Materials Test Results Locality Building Inspectors Report
- Photographs Paid Invoices Other _____

Authority Use Only

Program Coordinator: _____ Inspector: _____

Date Processed for Inspection: _____ Date of Inspection: _____

Inspection has been: Approved Denied

Inspectors Signature: _____