

SC HTF HPI
HTF-2A Inspection Request Form

Date of Request: _____

SC HTF Award #: _____

Funding Limitation: _____

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: _____

Year Home Built: _____

Inspection Type:

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

- ☐ HTF-2B Work Write-Up ☐ HTF-2C Change Order Request ☐ HTF-2D Certification of Work Completed
☐ Scopes of Work/ Quotes ☐ Drawings/ Sketches ☐ Contractor License and Insurance ☐ Photographs
☐ HTF-4A Draw Request for Payment ☐ HTF-4B Certification of Payment ☐ Paid Invoices
☐ Environmental Inspections ☐ Environmental Test Results ☐ EPA RRP Certifications
☐ HTF-5D Receipt of Post-Renovation Hazardous Materials Test Results ☐ Locality Building Inspectors Report
☐ Other _____
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Authority Use Only

Program Coordinator: _____ Inspector: _____

Date Processed for Inspection: _____ Date of Inspection: _____

Inspection has been: ☐ Approved ☐ Denied

Inspectors Signature: _____