

**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: _____

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: \$ _____

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 _____

Authority Use Only

Program Coordinator: _____ Inspector: _____

Date Processed for Inspection: _____ Date of Inspection: _____

Inspection has been: Approved Denied

Inspectors Signature: _____