# EMERGENCY REPAIR WORK WRITE-UP ESTIMATE

|  |  |
| --- | --- |
| **Owner:** Enter Home Owner’s Name |  **Date:** Today’s Date |
| **Physical Address:** Enter Physical Address of Home **Grant Year:** Grant Year  |
| **City:** Enter City | **State**:  | **Zip Code:** Postal Code |
| **Administrator:** Enter Administrator Name | **Grantee:** Grantee Name |
| **Initial Inspector:** Enter Inspector Name | **Initial Inspector Number or Type:**Enter Inspector Number or Type |

**Scope of Work:**

It will be the responsibility of the contractor to meet the requirements of the currently State of Tennessee adopted Residential Code during all phases of construction. Upon submittal of his / her first bid the contractor agrees to having received, reviewed and accepts the terms of the “General Specifications and Requirements For Single Family Rehabilitation” and “Instructions To Bidders”. The contractor will obtain all necessary permits and schedule all inspections required by all laws, regulations, or public authority having jurisdiction. The Contractor shall obtain certificates of such inspections and shall submit same to the rehabilitation housing inspector before final payment is made and shall pay all fees, charges, and other expenses in connection therewith.

**Energy Conservation Home Features:**

THDA encourages programs to undertake activities that prolong the use of energy efficient residences. One way this can be accomplished is to incorporate *Energy Star* qualified products and building practices when conducting rehabilitation or constructing new housing. Contractors are advised to visit [www.energystar.gov](http://www.energystar.gov) for product specifications and procedures for information on qualifying products and methods of construction to be used in this project.

1. **Was this house constructed prior to 1978?** [ ] **Yes** [ ] **No**
2. **Will the work will disturb more than six square feet of interior painted surfaces per room or 20 square feet of exterior painted surfaces?** [ ] **Yes** [ ] **No**

**If you answered yes to questions 1 and 2, the contractor must be an** [**EPA Lead-Safe Certified Firm**](https://cfpub.epa.gov/flpp/pub/index.cfm?do=main.firmSearch) **under the 2008 Renovation, Repair, and Paint Rule and all records requirements and work practices of the Rule must be met.**

**This section is formatted in conjunction with the Uniform Physical Condition Standards Checklist and the International Residential Code.**

**SITE**

[ ]  **FENCING & GATES**

 Damaged / Falling / Leaning / Holes / Missing Sections

Description: Enter deficiencies, actions required, and materials to be used.

$ Enter Est. Cost. $ Enter LBP Cost

 [ ]  **GROUNDS**

 Erosion / Rutting / Overgrown Vegetation /Ponding / Site Drainage

Description: Enter deficiencies, actions required, and materials to be used.

 $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **HEALTH & SAFETY**

 Air Quality / Electrical/ Flammables/ Debris / Garbage/ Infestation/ Hazards

Description: Enter deficiencies, actions required, and materials to be used.

 $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **MAILBOX / SIGNS**

 Missing / Damaged / Address Numbers / Missing / Damaged

Description: Enter deficiencies, actions required, and materials to be used.

 $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **MARKET APPEAL**

 Graffiti / Litter

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **PARKING / DRIVEWAY / ROADS**

 Cracks / Potholes / Loose Materials / Settlement

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **REFUSE DISPOSAL**

 Broken / Damaged Enclosures / Inadequate / Missing

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **RETAINING WALLS**

 Damaged / Falling / Leaning

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **STORM DAMAGE**

 Damaged / Obstructions

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WALKWAY / STEPS**

 Broken / Cracks / Settlement / Spalling / Missing or Damaged Handrails

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**BUILDING EXTERIOR**

[ ]  **DOORS**

 Frames/ Thresholds/ Hardware/ Surface/ Weather Stripping/ Caulking/ Storm Door/ Missing

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **FIRE ESCAPES**

 Blocked Egress / Ladders / Missing Components

Description: Enter deficiencies, actions required, and materials to be used.

 $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **FOUNDATIONS**

 Cracked / Gaps / Spalling / Exposed Reinforcement

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **LIGHTING**

 Broken / Missing / Fixtures / Bulbs

Description: Enter deficiencies, actions required, and materials to be used.

$ Enter Est. Cost. $ Enter LBP Cost

 [ ]  **PATIO / PORCH/ BALCONY**

 Damaged / Falling / Leaning / Holes / Missing Sections

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ROOFS**

 Damaged/ Soffit/ Fascia/ Vents/ Drains/ Membrane/ Shingles/ Gutters/ Downspouts/Ponding

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **STAIRS**

 Broken / Damaged / Missing / Steps / Handrails / Guardrails

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WALLS**

 Damaged / Missing / Cracks / Gaps / Holes / Spalling / Peeling / Caulking / Chimneys

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WINDOWS**

 Damaged/ Missing/ Broken/ Frames/ Panes/ Sills/ Lintels/ Trim/ Screens/ Caulking/ Paint

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**BUILDING SYSTEMS**

[ ]  **DOMESTIC WATER**

 Leaking Central Water Supply / Broken / Inoperative / No Water Supply

Description: Enter deficiencies, actions required, and materials to be used.

$ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ELECTRICAL SYSTEMS**

 Access / Damaged / Missing / Breakers / Covers / Wires / Corrosion / Evidence of Water Leaks

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WATER HEATER**

 Inoperative / Leaking / Rust / Corrosion / Missing / TPRV / Vent / Chimney / Combustion Air

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **HVAC**

 Inoperative / Noisy / Vibrating / Leaking / Rust / Corrosion / Missing / Vent / Chimney / Covers

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **SANITARY SEWER / SEPTIC SYSTEM**

 Broken / Leaking / Clogged / Missing / Cleanouts / Manhole Covers

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ENERGY CONSERVATION**

 Attic, Crawl Space, Wall Cavity Insulation / Air Leakage

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**BATHROOM**

[ ]  **BATHROOM**

 Cabinets / Sinks / Plumbing / Tub / Shower / Ventilation / Water Closet

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **CEILING**

 Damaged / Missing / Cracks / Gaps / Holes / Spalling / Peeling / Caulking / Chimneys

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **DOORS**

 Damaged / Missing / Frames / Threshold / Lintel / Hardware / Surface / Paint

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ELECTRICAL SYSTEM**

 Inoperable / GFCI / Damage / Missing / Wire / Cover Plates / Light Fixture / Water Leaks

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **FLOORS**

 Bulging / Buckling / Damaged / Missing / Covering / Tile / Deteriorated Subfloor /Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WALLS**

 Bulging / Buckling / Damaged / Trim / Paint / Water Stains / Mold / Mildew

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WINDOWS**

 Cracked / Broken / Missing / Panes /Sill / Caulking / Hardware / Paint / Water Stains / Screens

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**KITCHEN**

[ ]  **KITCHEN**

 Damaged / Missing / Cabinets / Countertops / Sinks / Faucet / Plumbing / Appliances

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **CEILING (Kitchen)**

 Bulging / Buckling / Holes / Peeling / Damage / Missing / Tile / Panels / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **DOORS (Kitchen)**

 Damaged / Missing / Frames / Threshold / Lintel / Hardware / Surface / Paint

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ELECTRICAL SYSTEM (Kitchen)**

 Inoperable / GFCI / Damage / Missing / Wire / Cover Plate / Light Fixture / Water Leaks

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **FLOORS (Kitchen)**

 Bulging / Buckling / Damaged / Missing / Covering / Tile / Deteriorated Subfloor / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WALLS (Kitchen)**

 Bulging / Buckling / Damaged / Trim / Paint / Water Stains / Mold / Mildew

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WINDOWS (Kitchen)**

 Cracked / Broken / Missing / Panes / Sill / Caulking / Hardware / Paint / Water Stains / Screens

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost.

**BEDROOM # 1**

[ ]  **BEDROOM**

 Damaged / Missing / Smoke Detector / Ceiling Fan / Closet / Egress

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **CEILING (Bedroom #1)**

 Bulging / Buckling / Cracks / Holes / Peeling / Damaged / Missing / Tile / Panels / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **DOORS (Bedroom #1)**

 Damaged / Missing / Frames / Threshold / Lintel / Hardware / Surface / Paint

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ELECTRICAL SYSTEM (Bedroom #1)**

 Inoperable / GFCI / Damage / Missing / Wire / Cover Plates / Light Fixture / Evidence of Water

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **FLOORS (Bedroom #1)**

 Bulging / Buckling / Damaged / Missing / Covering / Tile / Deteriorated Subfloor / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WALLS (Bedroom #1)**

 Bulging / Buckling / Damaged / Trim / Paint / Water Stains / Mold / Mildew

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WINDOWS (Bedroom #1)**

 Cracked / Broken / Missing / Panes / Sill / Caulking / Hardware / Paint / Water Stains / Screens

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**BEDROOM # 2**

[ ]  **BEDROOM (Bedroom #2)**

 Damaged / Missing / Smoke Detector / Ceiling Fan / Closet / Egress

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **CEILING (Bedroom #2)**

 Bulging / Buckling / Cracks / Holes / Peeling / Damaged / Missing / Tile / Panels / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **DOORS (Bedroom #2)**

 Damaged / Missing / Frames / Threshold / Lintel / Hardware / Surface / Paint

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ELECTRICAL SYSTEM (Bedroom #2)**

 Inoperable / GFCI / Damage / Missing / Wire / Cover Plates / Light Fixture / Evidence of Water

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **FLOORS (Bedroom #2)**

 Bulging / Buckling / Damaged / Missing / Covering / Tile / Deteriorated Subfloor / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WALLS (Bedroom #2)**

 Bulging / Buckling / Damaged / Trim / Paint / Water Stains / Mold / Mildew

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WINDOWS (Bedroom #2)**

 Cracked / Broken / Missing / Panes / Sill / Caulking / Hardware / Paint / Water Stains / Screens

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**BEDROOM # 3**

[ ]  **BEDROOM**

 Damaged / Missing / Smoke Detector / Ceiling Fan / Closet / Egress

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **CEILING (Bedroom #3)**

 Bulging / Buckling / Cracks / Holes / Peeling / Damaged / Missing / Tile / Panels / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **DOORS (Bedroom #3)**

 Damaged / Missing / Frames / Threshold / Lintel / Hardware / Surface / Paint

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ELECTRICAL SYSTEM (Bedroom #3)**

 Inoperable / GFCI / Damage / Missing / Wire / Cover Plates / Light Fixture / Evidence of Water

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **FLOORS (Bedroom #3)**

 Bulging / Buckling / Damaged / Missing / Covering / Tile / Deteriorated Subfloor / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WALLS (Bedroom #3)**

 Bulging / Buckling / Damaged / Trim / Paint / Water Stains / Mold / Mildew

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WINDOWS (Bedroom #3)**

 Cracked / Broken / Missing / Panes / Sill / Caulking / Hardware / Paint / Water Stains / Screens

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**HALLWAY**

[ ]  **HALLWAY**

 Damaged / Missing / Smoke Detector / Closet /Attic Access / Egress

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **CEILING (Hallway)**

 Bulging / Buckling / Cracks / Holes / Peeling / Damaged / Missing / Tile / Panels / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **DOORS (Hallway)**

 Damaged / Missing / Frames / Threshold / Lintel / Hardware / Surface / Paint

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ELECTRICAL SYSTEM (Hallway)**

 Inoperable / GFCI / Damage / Missing / Wire / Cover Plates / Light Fixture / Evidence of Water

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **FLOORS (Hallway)**

 Bulging / Buckling / Damaged / Missing / Covering / Tile / Deteriorated Subfloor / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WALLS (Hallway)**

 Bulging / Buckling / Damaged / Trim / Paint / Water Stains / Mold / Mildew

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WINDOWS (Hallway)**

 Cracked / Broken / Missing / Panes / Sill / Caulking / Hardware / Paint / Water Stains / Screens

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **STAIRS (Hallway)**

 Broken / Damaged / Missing / Steps / Handrails / Guardrails

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**LIVING ROOM / DEN**

[ ]  **LIVING ROOM / DEN**

 Damaged / Missing / Smoke Detector / Ceiling Fan /Closet / Entry

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **CEILING (Living Room)**

 Bulging / Buckling / Cracks / Holes / Peeling / Damaged / Missing / Tile / Panels / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **DOORS (Living Room)**

 Damaged / Missing / Frames / Threshold / Lintel / Hardware / Surface / Paint

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ELECTRICAL SYSTEM (Living Room)**

 Inoperable / GFCI / Damage / Missing / Wire / Cover Plates / Light Fixture / Evidence of Water

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **FLOORS (Living Room)**

 Bulging / Buckling / Damaged / Missing / Covering / Tile / Deteriorated Subfloor / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WALLS (Living Room)**

 Bulging / Buckling / Damaged / Trim / Paint / Water Stains / Mold / Mildew

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WINDOWS (Living Room)**

 Cracked / Broken / Missing / Panes / Sill / Caulking / Hardware / Paint / Water Stains / Screens

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**DINING ROOM**

[ ]  **DINING ROOM**

 Damaged / Missing / Smoke Detector / Closet

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **CEILING (Dining Room)**

 Bulging / Buckling / Cracks / Holes / Peeling / Damaged / Missing / Tile / Panels / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **DOORS (Dining Room)**

 Damaged / Missing / Frames / Threshold / Lintel / Hardware / Surface / Paint

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ELECTRICAL SYSTEM (Dining Room)**

 Inoperable / GFCI / Damage / Missing / Wire / Cover Plates / Light Fixture / Evidence of Water

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **FLOORS (Dining Room)**

 Bulging / Buckling / Damaged / Missing / Covering / Tile / Deteriorated Subfloor / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WALLS (Dining Room)**

 Bulging / Buckling / Damaged / Trim / Paint / Water Stains / Mold / Mildew

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WINDOWS (Dining Room)**

 Cracked / Broken / Missing / Panes / Sill / Caulking / Hardware / Paint / Water Stains / Screens

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**LAUNDRY AREA**

[ ]  **LAUNDRY AREA**

 Damaged / Missing / Dryer Vent / Plumbing / Exhaust Fan / Closet / Shelving

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **CEILING (Laundry)**

 Bulging / Buckling / Cracks / Holes / Peeling / Damaged / Missing / Tile / Panels / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **DOORS (Laundry)**

 Damaged / Missing / Frames / Threshold / Lintel / Hardware / Surface / Paint

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ELECTRICAL SYSTEM (Laundry)**

 Inoperable / GFCI / Damage / Missing / Wire / Cover Plates / Light Fixture / Evidence of Water

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **FLOORS (Laundry)**

 Bulging / Buckling / Damaged / Missing / Covering / Tile / Deteriorated Subfloor / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WALLS (Laundry)**

 Bulging / Buckling / Damaged / Trim / Paint / Water Stains / Mold / Mildew

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WINDOWS (Laundry)**

 Cracked / Broken / Missing / Panes / Sill / Caulking / Hardware / Paint / Water Stains / Screens

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**OTHER ROOM:** Other Room Name

[ ]  **OTHER ROOM**

 Damaged / Missing / Smoke Detector / Ceiling Fan / Closet / Entry / Stairs / Egress

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **CEILING (Other Room)**

 Bulging / Buckling / Cracks / Holes / Peeling / Damaged / Missing / Tile / Panels / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **DOORS (Other Room)**

 Damaged / Missing / Frames / Threshold / Lintel / Hardware / Surface / Paint

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ELECTRICAL SYSTEM (Other Room)**

 Inoperable / GFCI / Damage / Missing / Wire / Cover Plates / Light Fixture / Evidence of Water

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **FLOORS (Other Room)**

 Bulging / Buckling / Damaged / Missing / Covering / Tile / Deteriorated Subfloor / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WALLS (Other Room)**

 Bulging / Buckling / Damaged / Trim / Paint / Water Stains / Mold / Mildew

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WINDOWS (Other Room)**

 Cracked / Broken / Missing / Panes / Sill / Caulking / Hardware / Paint / Water Stains / Screens

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**GARAGE**

[ ]  **GARAGE (Other Room)**

 Damaged / Missing / Smoke Detector / Stairs / Closet / Opener / Attic Access

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **CEILING (Other Room)**

 Bulging / Buckling / Cracks / Holes / Peeling / Damaged / Missing / Tile / Panels / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **DOORS (Other Room)**

 Damaged / Missing / Frames / Threshold / Lintel / Hardware / Surface / Paint

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **ELECTRICAL SYSTEM (Other Room)**

 Inoperable / GFCI / Damage / Missing / Wire / Cover Plates / Light Fixture / Evidence of Water

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **FLOORS**

 Bulging / Buckling / Damaged / Missing / Covering / Tile / Deteriorated Subfloor / Water Stains

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WALLS (Other Room)**

 Bulging / Buckling / Damaged / Trim / Paint / Water Stains / Mold / Mildew

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

[ ]  **WINDOWS (Other Room)**

 Cracked / Broken / Missing / Panes / Sill / Caulking / Hardware / Paint / Water Stains / Screens

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**GENERAL CONDITIONS**

 Administrative / Fees / Insurance / Temporary / Rental / Supplies / Mobilization

Description: Enter deficiencies, actions required, and materials to be used. $ Enter Est. Cost. $ Enter LBP Cost

**PERMIT COSTS**

 $ Enter Est. Cost. $ Enter LBP Cost

**ESTIMATED PROJECT COSTS**

 Estimated **Hard Costs** Associated with this Project $ Enter Est. Cost.

 Estimated **Lead Based Paint Costs** Associated with this Project $ Enter LBP Cost

 Permit Costs $ Enter Permit Cost

SUB TOTAL $ Enter Sub Total Cost

 Overhead & Profit Costs $ Enter OH&P Cost

**Estimated Grand Total Costs Associated with this Project $ Grand Total Cost**

**Bidding Contractor, Print Name: Click here to enter text. Date: Click here to enter a date.**

**Building Contractor, Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[ ]  Licensed Contractor (License Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

OR

[ ]  If no permit is required, and there is no contractor bond or insurance, contractor warranty information will be sent to THDA for approval before bid is accepted

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Homeowner (Signature)** **Date**

**PERMIT WORKSHEET**

[ ]  Work to be performed is exempt from all permitting requirements, per the [2009 International Residential Code (R105.2)](https://codes.iccsafe.org/public/chapter/content/4937/)

[ ]  Work to be performed is not exempt from all permitting requirements:

* For building, mechanical, and plumbing codes, determine if local jurisdiction is [Exempt, Opt Out, or part of the State Residential Building Program](https://www.tn.gov/content/dam/tn/commerce/documents/fire_prevention/posts/Fire_DBI_Assignments.pdf)
	+ Exempt: The contractor must contact local permitting office to pull permit(s) applicable to the work to be performed.
	+ SRBP (State Residential Building Program) or Opt Out: Contractors must apply for a state permit [online](https://www.tn.gov/content/dam/tn/commerce/documents/fire_prevention/forms/Residential_-_1F_IA_-_Aug_2017.pdf), checking the box for “Addition of 30 Sq. Ft. or more in interior space or THDA Rehab Improvement.”
		1. Note: If local jurisdiction has opted out of the Tennessee’s adoption of the 2009 International Residential Code, the State Fire Marshal’s Office is authorized to issue permits and perform code compliance inspections for THDA projects in lieu of the local jurisdiction
* For electrical codes, determine if local jurisdiction is [Exempt](https://www.tn.gov/content/dam/tn/commerce/documents/fire_prevention/posts/FireElectricalExemptJurisdictions.pdf) from State Electrical Program
	+ Exempt: Contractors must contact local permitting office to pull electrical permit
	+ Not Exempt: Contractors must contact an [Electrical Permit Issuing Agent](https://www.tn.gov/content/dam/tn/commerce/documents/fire_prevention/posts/Fire_Electrical_Issuing_Agents.pdf) to pull permit

**ELECTRICAL**:

*Jurisdiction*:

[ ]  City

[ ]  County

[ ]  State

*Permits:*

[ ]  N/A – No Electrical Work to Be Performed

[ ]  Electrical Work to Be Performed is Exempt from Permit Requirement

[ ]  Permit Pulled

[ ]  Jurisdiction Contacted, No Permit/Inspection Required

 Name of Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**MECHANICAL**:

*Jurisdiction*:

[ ]  City

[ ]  County

[ ]  State, Including Opt-Out Areas

*Permits:*

[ ]  N/A – No Mechanical Work to Be Performed

[ ]  Mechanical Work to Be Performed is Exempt from Permit Requirement

[ ]  Permit Pulled

[ ]  Jurisdiction Contacted, No Permit/Inspection Required

 Name of Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLUMBING**:

*Jurisdiction*:

[ ]  City

[ ]  County

[ ]  State, Including Opt-Out Areas

*Permits:*

[ ]  N/A – No Plumbing Work to Be Performed

[ ]  Plumbing Work to Be Performed is Exempt from Permit Requirement

[ ]  Permit Pulled

[ ]  Jurisdiction Contacted, No Permit/Inspection Required

 Name of Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**BUILDING**:

*Jurisdiction*:

[ ]  City

[ ]  County

[ ]  State, Including Opt-Out Areas

*Permits:*

[ ]  N/A – No Building Work to Be Performed

[ ]  Building Work to Be Performed is Exempt from Permit Requirement

[ ]  Permit Pulled

[ ]  Jurisdiction Contacted, No Permit/Inspection Required

 Name of Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |
| --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**ERP Administrator Signature Date** |