



Housing Forms, Inc.

P. O. Box 26344 / RALEIGH, NC 27611-6344

UNIFORM PHYSICAL INSPECTION BOOKS (VERSION 2.3a)

To facilitate all agencies, the Version 2.3a (12/2000) Uniform Physical Inspection (*HQS-Type Booklets*) for **SITE, BUILDING EXTERIORS, BUILDING SYSTEMS, and COMMON AREAS** are sold in Packages of 25 each. **DWELLING UNIT** books with definitions are also sold in packages of 25. Definition Guides and Health & Safety are consolidated into each book for a more convenient use. (*Price breaks at quantities of 500 and 1000.*)

FORM #	INSPECTION AREA	DETAIL AREA TO BE INSPECTED
HF-400-B (Qty. Ordered) <input type="text"/> (Sold in Multiples of 25 – Minimum Order 25 @ \$15.05)	SITE INSPECTIONS BOOKLET w/ Severity Level Definitions - Includes Capital Fund, Work Order & Remarks Columns - No Scoring Criteria (<i>not required by HUD</i>)	Fencing & Retaining Walls, Grounds, Lighting, Mailboxes/Project Signs, Market Appeal, Parking Lots/Driveways, Play Areas & Equipment, Refuse Disposal, Roads, Storm Drainage, Walkways/Stairs
HF-402-B (Qty. Ordered) <input type="text"/> (Sold in Multiples of 25 – Minimum Order 25 @ \$15.05)	BUILDING EXTERIORS BOOKLET w/ Severity Level Definitions - Includes Capital Fund, Work Order & Remarks Columns - No Scoring Criteria (<i>not required by HUD</i>)	Doors, Fire Escapes, Foundations, Lighting, Roofs, Walls, Windows
HF-404-B (Qty. Ordered) <input type="text"/> (Sold in Multiples of 25 – Minimum Order 25 @ \$15.05)	BUILDING SYSTEMS BOOKLET w/ Severity Level Definitions - Includes Capital Fund, Work Order & Remarks Columns - No Scoring Criteria (<i>not required by HUD</i>)	Domestic Water, Electrical Systems, Elevators, Emergency Power, Exhaust System, Fire Protection, HVAC, Sanitary Systems
HF-405 (Qty. Ordered) <input type="text"/> (Sold in Multiples of 25 – Minimum Order 25 @ \$37.15)	COMMON AREAS BOOKLET	Community Rooms, Day Care, Halls/Corridors/ Stairs, Kitchen, Laundry, Basement/Garage/ Carport, Closet/Utility/Mechanical, Lobby, Office, Other Community Spaces, Patio/Porch/Balcony, Pool & Related Structures, Restroom, Storage, Trash Collection
HF-413 (Qty. Ordered) <input type="text"/> (Sold in Multiples of 25 – Minimum Order 25 @ \$24.25)	DWELLING UNITS BOOKLET (WITH DEFINITIONS)	Bathrooms, Kitchens, Doors, Floors, Windows, Ceiling, Walls, Lighting, Stairs, Outlets/Switches, Smoke Detectors, HVAC Systems, Call-for-Aid, Patio, Porch, Balcony, Electrical Systems, Hot Water Heater
HF-413-B (Qty. Ordered) <input type="text"/> (Sold in Multiples of 100 – Minimum Order 100 \$47.20) <i>A previous minimum order of HF-413 (with definitions) is necessary to utilize this short form due to number sequence of inspection items.</i>	DWELLING UNITS BOOKLET w/o Severity Level Definitions - Includes Capital Fund, Work Order & Remarks Columns - No Scoring Criteria (<i>not required by HUD</i>)	
HF-418 (Qty. Ordered) <input type="text"/> (Sold in Multiples of 100 – Minimum Order 100 \$9.40)	UPCS INSPECTION REPORT AND FOLLOW-UP	Inspector's follow-up of deficiencies and method of resolving either by purchase order or contractor. NOTE: Very important for life threatening issues.

NOTICE

Shipping will be added as a separate item to the above prices

NAME _____ TITLE _____

AGENCY OR FIRM _____

BILLING ADDRESS _____ TELEPHONE (____) _____

SHIPPING ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

CALL TOLL-FREE (800) 334-1562 OR FAX # (919) 834-5461

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