

# AHS Housing Inspection (HQS+) Request to VT State Housing Authority (VSHA)

To request an inspection you must email this form to Cliff Bergh:

[cliff@vsha.org](mailto:cliff@vsha.org)

cc: [amber@vsha.org](mailto:amber@vsha.org)

Date of Request: \_\_\_\_\_

Referring organization (your organization): \_\_\_\_\_

Contact Person for This Request: \_\_\_\_\_

Phone #: \_\_\_\_\_

This inspection is being requested in connection with (must check one):

- Housing & Opportunity Grant Program (HOP)
- Vermont Rental Subsidy (VRS)
- Other Program: \_\_\_\_\_

Address of Unit: \_\_\_\_\_

Number of Bedrooms: \_\_\_\_\_

Number of Children under 6 years old in the Household: \_\_\_\_\_

Tenant Name: \_\_\_\_\_

Tenant Phone #: \_\_\_\_\_

Landlord Name: \_\_\_\_\_

Landlord Phone #: \_\_\_\_\_

Has the Landlord been notified that the unit will be inspected by VSHA? **(please notify the landlord)**

- Yes
- No

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This information will be passed on to the appropriate Field Representative who will contact the landlord, conduct the inspection, notify the landlord of the result, and notify the referring agency of the result via email. If the unit failed the landlord will contact the referring agency when the work is done (if he chooses to do the repairs) and the above process is repeated.

Records of all inspections are on file at VSHA and be available as needed.  
Questions? Call 802-828-0427