

**Spartan Contracting Services**

3744 Glendenning Rd.

Downers Grove, IL. 60515

Fax #: (630) 963-6020 or **Email:** [jmoustis@spartancontractor.com](mailto:jmoustis@spartancontractor.com)**FHA 203(k) Work Write-up/Draw Inspection Request Form**

Attention: John Moustis

Today's Date: \_\_\_\_\_

Contractor's Name &amp; Address: \_\_\_\_\_

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

Contact Name (For Access): Realtor / Homeowner \_\_\_\_\_

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

Lender Information (Name of Co.): \_\_\_\_\_

Address: \_\_\_\_\_

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

State and Zip Code: \_\_\_\_\_

Fax #: \_\_\_\_\_

Borrower Information:

FHA CASE NUMBER: \_\_\_\_\_ CLOSING DATE: \_\_\_\_\_

LOAN NUMBER: \_\_\_\_\_

DIRECTIONS: \_\_\_\_\_

BORROWER NAME: \_\_\_\_\_

PHONE # &amp; Email: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

BORROWERS' CURRENT ADDRESS: \_\_\_\_\_

CITY, STATE &amp; ZIP CODE: \_\_\_\_\_

Property Type:

Condominium \_\_\_\_\_

Multiunit \_\_\_\_\_

Townhome \_\_\_\_\_

How many units? \_\_\_\_\_

Single Family \_\_\_\_\_

Any commercial, please below? \_\_\_\_\_

Other Information \_\_\_\_\_

Are utilities turned on? Yes \_\_\_\_\_ No \_\_\_\_\_ Approximate Cost of Improvements: \_\_\_\_\_

Work Write-up Yes \_\_\_\_\_ No \_\_\_\_\_

Draw Inspection: Yes \_\_\_\_\_ No \_\_\_\_\_

Request Date of Work Write-up to be performed: \_\_\_\_\_

Photos: Yes \_\_\_\_\_ No \_\_\_\_\_

COMMENTS: \_\_\_\_\_

**\* PRINT NAME OF PERSON REQUESTING INSPECTION AND SIGN HERE \*****NOTE:** In order to performed new construction inspections, the following exhibits are required (Do not fax):

1. Complete set of building plans for the subject property (s) or master for all models offered.
2. Plat of survey for the subject property (with building line plotted) for each foundation. **Single Family Only**
3. Description of Materials (or master for each model offered).
4. Location Map for the development.
5. Full copy of purchase agreement for the subject unit(s), including extras.
6. FHA Builder Cert. Forms 92541 and Warranty Form 92544.

**Note:** Completion of this form guarantees payment of any fees related to the 203(k) feasibility/work write-up/draw inspection to the consultant John Moustis (plus .42 a mile over 30 miles) within 30 days of issuance, regardless of whether or not the loan closes. See fee sheet as part of the consultant agreement and discuss all fees in advance with borrower(s). Utilities turned off require a 20% contingency reserve fund. Please supply any contractor agreements or plans or home inspections completed for the subject property prior to my visit. **Please answer all questions!**

**Also, payment is due at time of inspection & please gives us at least a 48-hour advance notice for all requests.**

Thank You For Your Order!

John G Moustis

Website: [www.spartancontractor.com](http://www.spartancontractor.com)

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