

NOTIFICATION OF INTENT TO USE THIRD PARTY INSPECTION AGENCY

LANGUAGE PREFERRED English Spanish Chinese Vietnamese Amharic Korean Other: _____

The purpose of this notification is to advise the Department of Consumer and Regulatory Affairs (DCRA) of the Permit Applicant’s intention to utilize third party inspection services in connection with the following construction project. Use a separate form for each Third Party Agency being used on the project. Once a project is assigned as being Third Party inspected, the entire project must be Third Party inspected (every discipline, every inspection). DCRA will NOT perform inspections if you choose to use Third Party inspectors on any part of your construction project.

SUBMIT ONLY THIS FORM - NO ATTACHMENTS

Section A PROPERTY OWNER/AGENT INFORMATION

PRINT Owner/Agent Name: _____
 Telephone: _____ Email (required): _____ Fax: _____
 Project Name: _____
 Project Address: _____

Section B THIRD PARTY INSPECTION AGENCY INFORMATION (list only one Third Party Agency per form)

(Must check one)

Third Party Agency: _____ Primary Agency? Yes No
 DCRA Certification Number _____
 Projected/Actual date of FIRST inspection _____ (DCRA may conduct audit inspections after project has begun)

Section C PERMITS (List all permits issued with permit number for project for above noted Third Party Agency)

<input type="checkbox"/> Primary Building _____ <input type="checkbox"/> Building _____ <input type="checkbox"/> Mechanical _____ <input type="checkbox"/> _____ <small>Additional Permit</small>	<input type="checkbox"/> Electrical _____ <input type="checkbox"/> Electrical _____ <input type="checkbox"/> Fire _____ <input type="checkbox"/> _____ <small>Additional Permit</small>	<input type="checkbox"/> Plumbing _____ <input type="checkbox"/> Plumbing _____ <input type="checkbox"/> Fire _____ <input type="checkbox"/> Elevator Inspection/Testing (no permit required) <small>Additional Permit</small>
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Section D ACKNOWLEDGEMENTS

By submitting this form, I certify that the above statements on this application are true and complete to the best of my knowledge and belief. I agree to comply with all applicable laws and regulations of the District of Columbia. Signature/submission by a 3rd Party Agency indicates a contractual relationship between that agency and the building owner. The making of false statements on this application is punishable by criminal penalties (DC Code SEC. 22-2514). Submission of the online form does not require signatures.

PROPERTY OWNER/AGENT (3rd Party Agency cannot sign/submit as Property Owner/Agent)

PRINT Name _____ Applicant Signature _____
 Title of Signatory _____ Date _____

THIRD PARTY INSPECTION AGENCY

PRINT Agent or PIC Name _____ Agent or PIC Signature _____
 Title of Signatory _____ Date _____

I/We understand that, anyone who makes a false statement on this form can be criminally prosecuted; and, if convicted, fined up to \$1000, imprisoned up to 180 days, or both, under D.C. Official Code § 22-2405.

No other form is required to be submitted to DCRA until Certification of Inspection Compliance

FOR OFFICIAL USE ONLY

ACCEPTED FOR DCRA BY:
 PRINT Staff Name _____ Signature _____
 Title _____ Date _____