

*Certification and  
Request for Inspection Checklist*

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

Facility/ \_\_\_\_\_  
@WUjcb

Project \_\_\_\_\_

TAA Number \_\_\_\_\_

**Instructions**

Use this Checklist to be sure all of the required documents are submitted to request an Inspection. Incomplete submissions could result in delays.

The documentation is submitted to the REO.

**All Inspections**

1. Partial Inspection Certification Form (check "Not for Occupancy" or "For Occupancy") OR Final Inspection Certification Form
2. Special Inspection Documents (as applicable) – copies of all signed and sealed reports as well as a signed and sealed Special Inspections Checklist

**a. For Final Inspection**

Record documents

**b. For Re-Certification to Schedule a Re-Inspection**

Non-Conformance Response Form

Updated Record Documents (for Final Re-Inspection)

**Notes**