

# Initial Inspection Report Condition of Property

**U.S. Department of Housing  
and Urban Development**  
Office of Housing  
Federal Housing Commissioner

OMB Approval No. 2502-0306 (exp. 09/30/2008)

**Public reporting burden** for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This information is required to obtain benefits. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

This information is required in order to administer the Property Disposition Sales Program (24 CFR Part 291). The information is used to document the condition of the property at conveyance. It is also used to monitor contractor performance in maintaining properties. This information is needed to administer procurement contracts for goods and services for acquired properties. If this information were not collected, HUD would not be able to administer the Property Disposition Sales Program properly to avoid waste, mismanagement, and abuse. While no assurances of confidentiality are pledged to respondents, HUD generally discloses this data only in response to a Freedom of Information request.

1. Property Address			2. Case Number	
3. Name and Address of Mortgagee			4. Name and Address of Servicer	
5. Management and Marketing Contractor			6. HUD Office	
	Yes	No	If yes, give unit number and the occupant's name	
7. Is property occupied?				
8. Any personal property in vacant units?			If yes, identify unit and describe personal property	
9. Is property damaged by			Estimated cost to correct damage \$ Details and date (mm/dd/yyyy) of damage	
a. fire				
b. flood				
c. earthquake				
d. tornado				
e. hurricane				
f. boiler explosion (condos)				
10. Has property been damaged due to mortgagee neglect?			Estimated cost to correct damage \$ Explanation	
11. a. Property winterized?			Detail damage if any / Recommend action	
b. Any problems or damage?				
12. a. Property secured?			Explanation / Recommendation	
b. Is it boarded up?				
13. a. Is the lawn cut?			Explanation / Recommendation	
b. Property clean inside & out?				
14. a. Evidence of roof leaks?			Explanation / Recommendation	
b. Damage due to roof leaks?				
15. Any major structural damage?			Explanation / Recommendation	
16. Any vandalism?			Explanation / Recommendation	
17. Comments				

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.  
**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Signature of Inspector	Date (mm/dd/yyyy)
------------------------	-------------------