



# PLANNING AND DEVELOPMENT SERVICES

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**PDS** Document Number  
**#322**

## Renters Substandard Housing Inspection Request

**Date:**

As a required first step, please submit a repair or maintenance request to your landlord or property manager. If the issue is not fixed within a reasonable timeframe, the city may be able to help.

*Yes I have already submitted a repair or maintenance request to my property manager or landlord*

**Renters Name:** ..... **Phone:** .....  
**Renters Address:** ..... **City:** ..... **State:** ..... **Zip:** .....  
**Owner / Rental Agency Name:** ..... **Phone:** .....

Inspection to determine compliance with Uniform Housing Code. This inspection covers the complete dwelling, including structural, fire, plumbing, mechanical systems, electrical and/or gas; for premise on which the same is located. Power and water must be on at time of inspection.

**Description of compliance concerns:** .....  
.....  
.....

*Check this box if the contact information for the appointment is the same as the Renter's information above.*

**Contact Information for Appointment:**

**Contact Name:** ..... **Phone:** .....

**Contact Relationship to Renter:** .....

**Address:** ..... **City:** ..... **State:** ..... **Zip:** .....

Please provide a copy of the most recent rent receipt, canceled check or other proof of payment.

.....  
Renter's Signature ..... Date

**Instructions:**

Please email the completed #322 Renters Substandard Housing Inspection Request Form to: **permits@cityofboise.org** along with a copy of the most recent rent receipt, canceled check or other proof of payment, and a copy of your lease agreement.

**Please be aware, even if repairs are needed, maintenance problems do not stop rent from being due.**

**Note:** *The City of Boise prohibits discrimination of any persons on the basis of race, color, national origin, religion, sexual orientation and/or gender identity/expression, marital status, disabilities or age.*

Upon request, this document is available in Spanish to citizens with limited English.

**Nota:** Este document puded ser solicitado y esta disponible en una forma accesible para personas con discapacidades y/o personas con competencia limitada en inglés a pedido.