

Request For Complaint Inspection

Attention: Inspections Department

| Tenant Information | | | |
|--|--|---------------|----------|
| Name | | Last 4 of SSN | Date |
| Email Address | | | |
| Home Phone | | Cell Phone | |
| Address | | | |
| City | | State | Zip Code |
| How long have you had the issue(s)? days | | | |
| Have you notified your landlord? ☐ No ☐ Yes Date you notified landlord: | | | |
| How did you notify your landlord? ☐ Email ☐ Phone ☐ Online Work Order ☐ In Person | | | |
| What is the best time to contact you? | | | |
| I am requesting a complaint inspection for the above unit due to the following: | | | |
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| Please complete and return this form to Opportunity Home through one of the below methods. | | | |
| Fax: 210.477. Email: Inspections@homesa.org | | | |

Inspections
P.O. Box 830545
San Antonio, TX 78283-0545

The following person has been designated to coordinate compliance with the nondiscrimination requirement contained in HUD's regulations implementing Section 504: **Michaelle Finch**, 818 S. Flores, San Antonio, Texas 78204.

Mail to the following address: