Weather-Related Extension Request Form

Owner’s Role:

It is the responsibility of owners to request a weather-related extension in writing by using this form. By following these steps we will address your request in a timely manner:

• Please address your request to the attention of your HQS inspector.
• Include a copy of the NH Housing Inspection report.
• Highlight the fail violations.
• Mail, fax (603-472-8729) or personally deliver the information to New Hampshire Housing.

Date this form completed: _____________________
Date of last inspection: ______________________

Type of Inspection: ☐ Annual ☐ Move ☐ Supervisory

Reason for extension:
______________________________________________________________________________
______________________________________________________________________________
______________________________________________________________________________

Please complete:
Tenant’s name: __________________________________________
Unit Address ____________________________________________

Please Complete the following owner information:

Owner’s name: __________________________________________
Mailing Address: _________________________________________
Phone #: _______________________________________________
**Key Points to Remember:**

1. Weather-related extensions are granted only for exterior repairs that cannot be completed correctly due to the weather. Weather related extensions will be granted on a case by case basis.

2. The New Hampshire Housing inspector must pass all other HQS violations before this request is submitted by the owner.

3. New Hampshire Housing inspectors will respond within 5 business days to the owner’s written request. You must receive a written response to be approved.

4. New Hampshire Housing will not accept requests by phone. However, if you do not receive a written response within 5 business days, please contact ________________, Supervisor of Rental Assistance @ 1-800-439-7247, extension ____.

5. Extensions are not granted for violations that present an immediate danger to the “health and safety” of the resident.

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<tr>
<th>Authority Use Only</th>
<th>Date</th>
<th>Extension Deadline</th>
<th>Inspector’s Initials</th>
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<tbody>
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<td>Approved</td>
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<td>Denied</td>
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