



TARRANT COUNTY

Housing Assistance Office
2100 Circle Drive - Suite 200
Fort Worth, Texas 76119

Telephone: (817) 531-7640
Fax: (817) 850-2907
TDD/TTY: (817) 531-7686
housing.tarrantcounty.com

Wayne Pollard
Director

Inspection Extension Request

I, _____, request an inspection extension for my rental unit.
Print Name of Landlord

Located at _____
Address City Zip code

Occupied by _____
Tenant's Name

Extensions **WILL NOT** be granted for any 24-hour (life-threatening) issues.

Extensions will be granted in cases where TCHAO has determined that the owner has made an attempt to correct the deficiency(ies) and is unable to for reasons beyond the owner's control.

The owner must submit a written request for an extension. The request must state the reason(s) for the delay in completing the deficiency, provide proof for the delay (i.e. insurance, parts, weather, etc.) and give an approximate date of completion. Extensions will be approved on a case by case basis.

Owner/Agent Signature: _____ Date _____

Date unit will be ready for a re-inspection: _____

RETURN FORM TO: MIKE MONCADA, INSPECTIONS SUPERVISOR

E-MAIL: TCHAOlandlord@tarrantcounty.com

MAIL: 2100 Circle Drive, Ste. 200, Fort Worth, TX 76119

PLEASE DO NOT FAX!

Tarrant County Housing Assistance Office use ONLY

Extension Approved: Yes No

Extension Period: _____

Signature: _____ Date: _____
Inspection Supervisor