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ClevelandHousingAuthority.org   

Self Certification for HQS Conditions

Date: _____

Head of Household (Voucher Holder): _____

Address to be Inspected/Contracted:

[Street Name and Number] [City] [State] [Zip]

Email: _____

Phone: _____ Alternate Phone: _____

Dear HCVP Property Owner/Property Manager,

Please select all that apply then print, sign and date below or the form is invalid and payments will be denied.

- I do hereby certify that there are NO life threatening deficiencies (as noted on next pages) currently in the unit.
- I do hereby certify that there are NO non-life threatening deficiencies currently in the unit listed above.
- I do hereby certify that there ARE non-life threatening deficiencies currently in the unit listed above.
(List these on the last page of this form with explanation)

Property Owner/Property Manager (Print Name): _____

Property Owner/Property Manager Signature: _____

Date: _____ Email: _____

Life Threatening Conditions

(1) Gas (natural or liquid petroleum) leak or fumes

- A fuel storage vessel, fluid line, valve, or connection that supplies fuel to a HVAC unit is leaking.
- A strong gas odor detected with potential for explosion or fire, or that results in health risk if inhaled.

(2) Electrical hazards that could result in shock or fire

- A light fixture is readily accessible, is not securely mounted to the ceiling or wall, and electrical connections or wires are exposed.
- A light fixture is hanging by its wires.
- A light fixture has a missing or broken bulb, and the open socket is readily accessible to the tenant during the day to day use of the unit.
- A receptacle (outlet) or switch is missing or broken and electrical connections or wires are exposed.
- A receptacle (outlet) or switch has a missing or damaged cover plate and electrical connections or wires are exposed.
- An open circuit breaker position is not appropriately blanked off in a panel board, main panel board, or other electrical box that contains circuit breakers or fuses.
- A cover is missing from any electrical device box, panel box, switch gear box, control panel, etc., and there are exposed electrical connections.
- Any nicks, abrasions, or fraying of the insulation that expose conducting wire.
- Exposed bare wires or electrical connections.
- Any condition that results in openings in electrical panels or electrical control device enclosures.
- Water leaking or ponding near any electrical device.
- Any condition that poses a serious risk of electrocution or fire and poses an immediate life threatening condition.

(3) Inoperable or missing smoke detector

- The smoke detector is missing.
- The smoke detector does not function as it should.

(4) Interior air quality (inoperable or missing carbon monoxide detector)

- The carbon monoxide detector (where required) is missing.
- The carbon monoxide detector does not function as it should.

Non-Life Threatening Conditions

(5) Gas/oil fired water heater or heating, ventilation, or cooling system with missing, damaged, improper, or misaligned chimney or venting

- The chimney or venting system on a fuel fired water heater is misaligned, negatively pitched, or damaged, which may cause improper or dangerous venting of gases.
- A gas dryer vent is missing, damaged, or is visually determined to be inoperable, or the dryer exhaust is not vented to the outside.
- A fuel fired space heater is not properly vented or lacks available combustion air.
- A non-vented space heater is present.
- Safety devices on a fuel fired space heater are missing or damaged.
- The chimney or venting system on a fuel fired heating, ventilation, or cooling system is misaligned, negatively pitched, or damaged which may cause improper or dangerous venting of gases.

(6) Lack of alternative means of exit in case of fire or blocked egress

- Any of the components that affect the function of the fire escape are missing or damaged.
- Stored items or other barriers restrict or prevent the use of the fire escape in the event of an emergency.
- The building's emergency exit is blocked or impeded, thus limiting the ability of occupants to exit in a fire or other emergency.

(7) Other interior hazards (missing or damaged fire extinguisher, where required)

- A fire extinguisher (where required) that is missing, damaged, discharged, overcharged, or expired. (This applies only if the PHA has adopted an acceptability criteria variation to the HQS to require fire extinguishers.)

(8) Lead-based paint/deteriorated paint surfaces in a unit built before 1978 and to be occupied by a family with a child under 6 years of age.

(9) Lack of hot or cold running water

(10) Lack of owner provided utilities

(11) Inability to maintain adequate heat

(12) Existing major plumbing leaks

(13) Unusable toilet when only one toilet is present in the unit

(14) Broken/inoperable doors or windows that would allow intrusion

