

Property Address:

Applicant:

MULTI-UNIT SCOPE OF THE WORK	Current Condition	Description of planned work	Materials Costs (in dollars)	Labor Costs (in dollars)	Total \$
Permits Permits are required for most work. For more information: https://www.indy.gov/activity/license-and-permit-fees	N/A				
Structural Framing (e.g. joists, studs, rafters, etc.)					
Demo work & dumpster					
Electrical (panel, breakers, wiring, outlets, switches, etc.)					
Plumbing					
Drywall / Plaster (walls and ceilings)					
Floors (including subfloors)					
Roof (Gutters, flashing, fascia, soffits, etc.)					
Foundation (cracks, bulges, etc.)					
Insulation (e.g. attic)					
Exterior siding (replace, repair, etc.)					
Interior paint					
Exterior paint					
Landscaping (e.g. tree and brush removal)					
Windows (e.g. broken panes, trim work, replacement, etc.)					
Doors (interior, exterior)					

Unit 1					
Kitchen (cabinets, counter, sink, etc.)					
Bathroom (bath, toilet, vanity, floor, etc.)					
HVAC (furnace, ducts, etc.)					
Water heater (connections, etc.)					

Unit 2					
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Kitchen (cabinets, counter, sink, etc.)					
Bathroom (bath, toilet, vanity, floor, etc.)					
HVAC (furnace, ducts, etc.)					
Water heater (connections, etc.)					

Unit 3					
Kitchen (cabinets, counter, sink, etc.)					
Bathroom (bath, toilet, vanity, floor, etc.)					
HVAC (furnace, ducts, etc.)					
Water heater (connections, etc.)					

Unit 4					
Kitchen (cabinets, counter, sink, etc.)					
Bathroom (bath, toilet, vanity, floor, etc.)					
HVAC (furnace, ducts, etc.)					
Water heater (connections, etc.)					

Total					
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Condition Key: Not Present, Poor, Fair, Good

PLEASE READ: The scope of work will help in our review process to determine whether the proposed work meets the needs of the property. Please fill in the entire scope and specify who will provide the labor for each part of the project. If you are not contracting out the work, you need to quantify your labor; if you already have materials on-hand, you need to specify that you have those materials. If something is present or in good condition, please give details. We highly recommend that you schedule a viewing of properties via our website in order to determine what work is needed.