



ATTACHED AND MULTIFAMILY PROJECTS
 PROJECT ELIGIBILITY QUESTIONNAIRE

The following information is required before HBW Risk Management can respond to any inquiry regarding single-family attached or multifamily project eligibility.

PROJECT INFORMATION

PROJECT NAME _____

PROJECT ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

BUILDER NAME(S) _____

EXISTING BUILDER? Yes No Builder Number(s): _____

IF NEW BUILDER, PROVIDE QUALIFICATIONS: _____

OF BUILDINGS IN PROJECT: _____ # UNITS PER BUILDING: _____
Provide a site plan showing all unit numbers

TOTAL # OF UNITS IN PROJECT: _____ TOTAL ACREAGE OF PROJECT: _____

PRICE PER UNIT: _____ AGGREGATE SALES PRICE EACH BUILDING: _____

OF STORIES: _____ FHA FINANCING? Yes No
Describe as habitable or above- or below-ground parking

ARE BUILDINGS CONNECTED OR ABUTTING, EITHER ABOVE GRADE OR BELOW? Yes No

IF YES, DESCRIBE: _____

OTHER INFORMATION

For any "Mixed Use" projects, complete the following for each building:

SQUARE FOOTAGE RESIDENTIAL: _____ SQUARE FOOTAGE RETAIL: _____

PRICE OF RESIDENTIAL: _____ PRICE OF RETAIL: _____

PROPOSED USE OF RETAIL SPACE: _____

WILL BUILDER RETAIN OWNERSHIP OF (LEASE) RETAIL SPACE? Yes No IF YES, FOR HOW LONG? _____

For any detached buildings (i.e. clubhouses or garages), complete the following:

DESCRIPTION OF DETACHED BUILDING(S): _____

SQUARE FOOTAGE OF BUILDING(S): _____ COST OF BUILDING(S): _____

GENERAL INFORMATION

For Buildings over \$5 million provide a site-specific Geotechnical Report, and document compliance with recommendations (i.e. Fill Compaction Certification?) ⁽¹⁾ Yes No

For Buildings over \$5 million provide a complete set of Plans prepared by a Professional Engineer (Structural, Foundation, Architectural, and Grading)? ⁽¹⁾ Yes No

What phase of construction is the project in? _____

If construction has started, can Builder provide inspections by a Professional Engineer (Building Department inspections do not qualify)? ⁽¹⁾ Yes No

PROJECT STRUCTURAL ENGINEER INFORMATION

CONTACT NAME

ADDRESS

CITY

STATE

ZIP CODE

CONTACT #

FAX #

EMAIL ADDRESS

⁽¹⁾ Only applies to projects where the total combined sales price of all units in the highest price building exceeds \$5 million.

The above information is necessary to respond to an inquiry regarding PROJECT ELIGIBILITY. An eligible project will be reviewed by Risk Management to determine if it will be granted "Pre-Approval" status. This is the initial step in the enrollment process. Builders should be informed that a project can not receive "Final Approval" status until all construction is complete and the Final Inspection passes. As noted above, projects with any single building exceeding a total sales price of \$5 million must meet additional requirements including acceptable Risk Management review of the (1) Geotechnical Report, (2) Plans, and (3) Engineer Inspections (Foundation, Frame, and Final).