UTILITY ACTIVATION REQUEST FOR HOME INSPECTION

After completing, dating and signing this Utility Activation Request, email a copy to utilities@cooperciti.com

Property Address:

....

Street City State Zip Code

FHA Case #: .....

Step 1:

When you, the undersigned Purchaser, receive written permission (executed sales contract), you shall contact the local utility companies and coordinate dates between you and your home inspection company and/or appraiser. Fill out this Utility Activation Request Form listing the dates you are requesting for the utilities to be activated and de-activated below. Purchaser has a maximum of 72 hours to keep the utilities on in the Purchaser's name and at Purchaser's expense. Please note that Cooper-CitiWest does not activate utilities and only grants permission to have utilities activated by the utility providers.

_____ _____

Activation Date De-Activation Date

Step 2:

Utilities are defined as Water, Gas, Electric, and/or any other service, material, item or product required to operate and/or test any system and/or item on the above identified Property. The undersigned Purchaser and Selling Broker shall forever hold harmless the U.S. Department of Housing and Urban Development, Cooper-CitiWest JV and its subcontractors from any and all liability, damages and/or claims, directly or indirectly, which may arise from the activities related to this utility activation and de-activation regardless of its origin and nature. The undersigned further assume full responsibility for any and all related deposits, connection and usage fees associated with this activation and assume full financial responsibility for any damages that may occur as a result of the above actions and agree to pay for the remediation and/or correction of any and all damages caused by the utility activation and/or de-activation.

Step 3:

Purchaser must place a refundable deposit according to the Fee Schedule on the next page, in the form of certified funds or money order. This deposit is required to ensure that the Property has been re-winterized. Deposits are to be made in the name of **Cooper-CitiWest JV** and mailed to:

Cooper-CitiWest JV
Utility Activation Department
Phone: 1- 877-331-5053 :: Fax: 404-344-9505

3800 Camp Creek Parkway
Building 1800, Suite 114
Atlanta, GA 30331-6061

The above identified property has been winterized. The Purchaser is responsible for the actual costs to re-winterize the Property. Cooper-CitiWest will re-winterize the Property in lieu of returning said deposit and the deposit will be retained by Cooper-CitiWest to cover re-winterization cost. Should property be re-winterized by Purchaser, the deposit will only be returned after Cooper-CitiWest inspectors have visited and inspected the Property to assure that the re-winterization has been performed in accordance with HUD specifications. **It is the responsibility of Purchaser to ensure that the electric remains on in condominiums and properties that have sump pumps when all testing is completed and Purchaser will be held liable for any and all damages that may arise from electric not being maintained as a result of this utility activation and de-activation request.**

___ **Purchaser elects to allow Cooper-CitiWest to re-winterize the Property within 24 hours of the de-activation above date and understands that the Deposit will be retained by Cooper-CitiWest to cover re-winterization costs.**

___ **Purchaser elects to have his/her own contractor re-winterize the Property once all testing is complete.**

Purchaser's Signature: ..... **Date:**.....

Purchaser's Signature: ..... **Date:**.....

Selling Broker's Signature:..... **Date:**.....

The following utilities are authorized to be activated on the dates as listed above.

GAS: Yes - No ELECTRIC: Yes – No WATER: Yes - No Air Test ONLY

CONDO: Keep Electricity on after testing CONDO: Keep Water on after testing

Approved by Cooper-CitiWest: ..... **Date:**.....

Re-Winterization Fee Schedule

Property Address:

....
Street City State Zip Code

FHA Case #: .....

Standard Re-Winterization Fee: ..... $150.00 ..... _____

Dry Heat:

Main Unit ..... $150.00 ..... _____

Additional Unit: ..... $25.00 ..... _____

Steam Heat:

Main Unit: ..... $150.00 ..... _____

Additional Unit: ..... $25.00 ..... _____

Wet Heat:

Main Unit: ..... $225.00 ..... _____

Additional Unit: ..... $75.00 ..... _____

Additional Hot Water Tank: ..... $25.00 ..... _____

Exterior Irrigation System: ..... $225.00 ..... _____

Fire Suppression Systems:

Wet System:

1 to 3 floors: ..... $225.00 ..... _____

4 and more floors: ..... $325.00 ..... _____

Dry System: ..... $50.00 ..... _____

TOTAL FEE: ..... _____