

Factory Assembled Structures  
PO Box 44430  
Olympia WA 98504-4430  
[www.Lni.wa.gov/FAS](http://www.Lni.wa.gov/FAS)

Agency requested inspections may be requested by government entities including but not limited to local building departments and enforcement agencies, fire marshals, the L&I electrical programs, and city, county, and state agencies.

Our role in the inspection process is to provide technical expertise regarding the structure we regulate. The statutes we are governed by do not allow us to address someone allowing a structure or vehicle to deteriorate. We can only address alterations or repairs.

### **Step 1: Submit your request.**

- Complete the form on the next page.
- There is no charge for the Agency Requested Inspection.

### **Step 2: Arrange an inspection.**

- After receiving your request, an L&I Technical Specialist or supervisor will contact you to arrange an inspection.
- The local enforcement agency *must* accompany our inspector to the inspection site. Typically, we do not have the right of entry but the local jurisdiction will.

### **Step 3: Perform the inspection.**

- The local enforcement agency and our inspector(s) will perform the inspection.
- During inspection, our inspector will provide technical expertise.
- The local enforcement agency will take the lead on the inspection.

### **Step 4: Document the inspection results.**

- After the inspection, we will provide the local enforcement agency with a report of our findings.
- The local enforcement agency should provide the owner with a copy of the report.



# Agency Requested FAS Inspection Application

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## Requesting Agency Information

Agency Making the Request:			
Contact Name:	Phone Number:		
Email Address:	Contractor Registration Number:		
Mailing Address:	City:	State:	Zip Code:

## Property Owner Information:

Name (Last Name, First Name):			
Phone Number:	Email Address:		
Mailing Address:	Unit/Space #:	City:	State: Zip Code:
Inspection Site Address ( <i>if different</i> ):	Unit/Space #:	City:	State: Zip Code:

## Write a description of the problems observed:

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## Driving directions to the site from the nearest main street, highway, or intersection:

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Signature

Title

Date