



REPAIR AGREEMENT INSTRUCTIONS

Please read carefully

All repair agreements shall contain the following prior to review:

1. Itemized list of repairs needed with estimated cost for each repair.
2. Start date for repairs and completion date.
3. Name of licensed and bonded contractor.
4. Name of licensed and bonded plumber if permit is needed.
5. Name of licensed and bonded electrician if permit is needed.
6. Letter of credit from institution funding repairs.

The repair agreement, when submitted, will be reviewed by the Building Official and his designees. If approved, you shall be notified in writing to secure all necessary permits. A pre-construction conference at the site of the repairs may also be required.

Should you need more information, have any questions or need to schedule an appointment to discuss the repair agreement, please contact Mr. Robert Brunson at (601) 960-1054 or via fax at (601) 960-1700.



REPAIR AGREEMENT

Name:

Address:

City: State: Zip:

Phone: Submitting Date

The City of Jackson agrees to accept the provisions of this repair agreement for Case # _____ to abate the menace to health and safety at the location _____ in lieu of further action provided the following repairs are made starting _____ to be completed on _____.

The owner understands that failure to honor the terms and conditions of this agreement shall result in the cancellation of all permits, an order to condemn the structure(s), declaration that it is unfit for human habitation, and/or demolition.

ITEM	COST ESTIMATE

*Attachments? Yes No

Signature of Owner

Signature of City of Jackson Representative

*Please attach any additional relevant information.