



GAINESVILLE HOUSING AUTHORITY
Where Housing Matters

1900 SE 4th Street, Gainesville, FL 32641
Telephone (352) 872-5500 * Fax (352) 872-5501 * TDD (352) 872-5503

APPLICATION APPROVAL TO INSTALL A WINDOW AIR CONDITIONER

_____ is requesting permission to install a window Air
Conditioner

The address is: _____ Apt. #. _____

The tenant understands that he/she is responsible for the expense of such installation and any damage to the apartment, any adjoining apartments, or any common area due to the installation or use of the Window Air Conditioner. The failure to pay for any resulting damage within 30 days of billing by GHA will result in termination.

A fee of \$5.00 is required and will appear on your rent statement as a Carpentry Charge. This fee will cover the cost of two inspections necessary for approval. The fee is NON-REFUNDABLE. When you have installed the air conditioner please call (352) 872-5500 Ext. 207 for your final inspection. (Separate installation fee per a/c unit.)

1st INSPECTION

Maintenance has approved/disapproved the installation of the air conditioner described below:

Physical size of unit to be installed: Width _____ Height _____

Voltage _____ AMP _____ Location bdrm. _____ Lvgrm. _____

Condition of air conditioner (comments) _____

1st Inspection by: _____ Date: _____

2nd INSPECTION

After installation, prior to operating unit, please notify the Maintenance Department at (352) 872-5500 Ext. 207. The final inspection will be made to ensure the installation was completed in a workmanship manner to ensure the air conditioner can be operated safely and will not cause damage to the tenant's unit.

2nd Inspection by: _____ Date: _____

Maintenance Supervisor

Tenant Signature: _____ Date: _____

“We do business with accordance with the Fair Housing Act”