



# Private Provider Inspections Report Checklist

Updated 7/14/2023

## GENERAL INFORMATION

The Duly Authorized Representative (DAR) reports must provide, at a minimum, space for the following information, and when completed, state:

City of Tampa permit number (record ID).

Job address (including suite/unit number, if applicable).

Private Provider's company contact information.

Inspector's name, license number, and signature.

Inspection comments and results (Approved, Partial Approval, or Disapproved). Be sure to include:

- What the inspection result was based on and the location/area that the inspection was for.
- Corrections or further action required (if applicable).

A copy of all periodic inspection reports must be uploaded directly into the Accela permit record **and** available on-site.