

# Building Confidence Program Request Form

Mail To:  
Registrar of Contractors  
P.O. Box 18243  
Phoenix, AZ 85005-8243



*Departmental Use Only*

Received by \_\_\_\_\_

Investigator \_\_\_\_\_

Investigation # \_\_\_\_\_

The Building Confidence program is an informal process to resolve construction disputes (A.R.S. § 32-1104(B)(2)). After a Building Confidence Program Request Form is filed, the Registrar of Contractors (ROC) will notify the property owner and the contractor of the inspection date and time. After the inspection, the ROC will notify the property owner and the contractor of the findings.

<b>Person Requesting AZ ROC's Building Confidence Visit</b>				
Full Name (Last, First, Middle)		Business Name (if applicable)		
Are you the property owner or the contractor?		Property Owner	Contractor	
If you are the property owner, will you allow the contractor to be present at the inspection?		Yes	No	
I consent to receive communications electronically in connection with this program.		Yes	No	
<b>Property Owner Information</b>				
Full Name (Last, First, Middle)		Business Name (if applicable)		
Mailing Address		City	State	Zip
Phone Number	Email			
<b>Contractor Information</b>				
Name (as shown on contract/invoice)		ROC License Number(s)		
Mailing Address		City	State	Zip
Phone Number	Email			
<b>Project Information</b>				
Jobsite Street Address (if different from property owner's mailing address)		City	State	Zip
Contract Date	Date Work Started	Close of Escrow (New Home)	Move-In Date (New Home)	Date Work Was Ceased or Was Completed

*Continued on next page*

<b>Item(s) of Concern</b>		
Numerically list and briefly describe each item (attach additional pages if necessary)		
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
<b>Signature</b>		
<p><i>I understand that by submitting this form I am requesting a building confidence inspection. I understand that a building confidence inspection is not a formal complaint or investigation. I understand that requesting a building confidence inspection does not extend the two-year period for submitting a formal complaint. I understand the investigator's findings represent the opinion of the investigator and are not a final order of the ROC.</i></p>		
Printed Name	Signed	Date