

Request for the Home Inspectors Association BC (HIABC)

INSPECTION CONCERN INTAKE REVIEW FORM

Client Information

Client Name in full: _____

Phone: _____

Email Address: _____

Inspection Details

Address of Inspection: _____

Date of Inspection: _____

Inspector Name & Company: _____

Issue Details

Date of Discovery of the Issue or Concern: _____

Explanation of Issue & Means of Discovery: _____

Written explanation of the concern:

I am filing this complaint regarding the home inspection conducted by the HIABC inspector, as per details above. After reviewing the inspection report and cross-referencing it with the **HIABC Scope of Inspection**, I believe the following issues demonstrate a failure to meet the professional standards outlined:

1. [Describe Issue]

- **Observation:** [Provide details about what was missed or inadequately inspected.]

- **Scope Violation:** According to Section [#] of the HIABC Scope of Inspection, this issue should have been identified because [reason].

- **Impact:** [Describe how this omission has affected the property or caused additional costs.]

I contacted _____ on _____ to discuss these concerns.
[Inspector's Name] [Date of Initial Contact]

[Provide details about the conversation, including the inspector's response and details of a revisit to the property.]

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Unfortunately, the issue remains unresolved, prompting this formal complaint.

Documents Required:

1. A copy of the original inspection report and signed contract.
2. Photos of the issues identified following the inspection (please ensure all photo files are clearly labelled).
3. Any repair quotes, invoices, or receipts related to the issues identified, including details of costs incurred for repairs or further evaluations.
4. Copies of any correspondence with the inspector, including emails, messages, phone call logs, in person meetings or other communications.

Signature of Complainant _____ **Date** _____

Once completed, please email the form and any supporting documents to admin@hiabc.ca

To help us identify your file, please use the following subject line format:

Subject: LAST NAME, First Name – Inspection Address – Concern Review Request