

MHC 2012 HOUSING TAX CREDIT CYCLE
DESCRIPTION OF MATERIALS

Development Name _____

Property address _____ City _____ State _____

Owner or Sponsor _____ (Name) _____ (Address)

Contractor or Builder _____ (Name) _____ (Address)

INSTRUCTIONS

1. Describe all materials and equipment to be used, whether or not shown on the drawings, by marking an X in each appropriate check-box and entering the information called for each space. If space is inadequate, enter "See misc." and describe under item 27 or on an attached sheet, THE USE OF PAINT CONTAINING MORE THAN THE PERCENTAGE OF LEAD BY WEIGHT PERMITTED BY LAW IS PROHIBITED.
2. Work not specifically described or shown will not be considered unless required, then the minimum acceptable will be assumed. Work exceeding minimum requirements cannot be considered unless specifically described.
3. Include no alternates, or equal phrases, or contradictory items. (Consideration of a request for acceptance of substitute materials or equipment is not thereby precluded.)
4. Include signatures required at the end of this form.
5. The construction shall be completed in compliance with the related drawings and specifications, as amended during processing. The specifications include this Description of Materials and the applicable Minimum Design Quality Standards.

1. EXCAVATION:

Bearing soil, type _____

2. FOUNDATIONS:

Footings: concrete mix _____; strength psi _____ Reinforcing _____

Foundation wall: material _____ Reinforcing _____

Interior foundation wall: material _____ Party foundation wall _____

Columns: material and sizes _____ Piers: material and reinforcing _____

Girders: material and sizes _____ Sills: material _____

Basement entrance areaway _____ Window areaways _____

Waterproofing _____ Footing drains _____

Termite protection _____

Basement space: ground cover _____; insulation _____; foundation vents _____

Special foundations _____

Additional information: _____

3. CHIMNEYS:

Material _____ Prefabricated (*make and size*) _____

Flue lining: material _____ Heater flue size _____ Fireplace flue size _____

Vents (*materials and size*): gas or oil heater _____; water heater _____

Additional information _____

4. FIREPLACES:

Type: solid fuel; gas-burning; circulator (make and size) _____ Ash dump and clean-out _____
 Fireplace: facing _____; lining _____; hearth _____; mantel _____
 Additional information: _____

5. EXTERIOR WALLS:

Wood frame: wood grade, and species _____ Corner bracing. Builder paper or felt _____
 Sheathing _____; thickness _____; width _____; solid; spaced _____ o.c.; diagonal; _____
 Siding _____; grade _____; type _____; size _____; exposure _____; fastening _____
 Shingles _____; grade _____; type _____; size _____; exposure _____, fastening _____
 Stucco _____; thickness _____; Lath _____; weight _____ lb.
 Masonry veneer _____ Sills _____ Lintels _____ Base flashing _____
 Masonry: solid faced stuccoed; total wall thickness _____; facing thickness _____; facing material _____
 Backup material _____; thickness _____; bonding _____
 Door sills _____ Window sills _____ Lintels _____ Base flashing _____
 Interior surfaces: dampproofing, _____ coats of _____; furring _____
 Additional information: _____
 Exterior painting: material _____; number of coats _____
 Gable wall construction: same as main walls; other construction _____

6. FLOOR FRAMING:

Joists: wood, grade, and species _____; Other _____; bridging _____; anchors _____
 Concrete slabs: basement floor; first floor; ground supported; self-supporting; mix _____; thickness _____;
 reinforcing _____; insulation _____; membrane _____
 Fill under slab: material _____; thickness _____; Additional information: _____

7. SUBFLOORING: (Describe underflooring for special floors under item 21.)

Material: grade and species _____; size _____; type _____
 Laid: first floor; second floor; attic _____ sq. ft.; diagonal; right angles. Additional information _____

8. FINISH FLOORING: (Wood only. Describe other finish flooring under item 21.)

Location	Rooms	Grade	Species	Thickness	Width	Bldg. Paper	Finish
First floor							
Second floor							
Attic floor	sq ft						

Additional information _____

9. PARTITION FRAMING:

Studs: wood, grade, and species _____ size and spacing _____ Other _____
 Additional information _____

10. CEILING FRAMING:

Joists: wood, grade, and species _____ Other _____ Bridging _____
 Additional information _____

11. ROOF FRAMING: Rafters: wood, grade, and species _____ Roof trusses (see detail): grade and species _____

Additional information _____

12. ROOFING:

Sheathing: wood, grade, and species _____; solid; spaced _____ o.c.
 Roofing _____; grade _____; size _____; type _____
 Underlay _____; weight or thickness _____; size _____; fastening _____
 Built-up roofing _____; number of piles _____; surfacing material _____
 Flashing: material _____; gage or weight _____; gravel stops; snow guards
 Additional information _____

13. GUTTERS AND DOWNSPOUTS:

Gutters: material _____; gage or weight _____; size _____; shape _____
 Downspouts material _____; gage or weight _____; size _____; shape _____; number _____
 Downspouts connected to: Storm sewer; sanitary sewer; dry-well; Splash blocks: material and size _____
 Additional information _____

14. LATH AND PLASTER:

Lath walls, ceilings: material _____; weight or thickness _____ Plaster: coats _____; finish _____
 Dry-wall walls, ceilings: material _____; thickness _____; finish _____
 Joint treatment _____

15. DECORATING: (Paint, wallpaper, etc.)

Rooms	Wall finish material and application	Ceiling finish material and application
Kitchen		
Bath		
Other		

Additional information _____

16. INTERIOR DOORS AND TRIM:

Doors: type _____; material _____; thickness _____
 Door trim: type _____; material _____ Base: type _____; material _____; size _____
 Finish: doors _____; trim _____
 Other trim (item, type and location) _____
 Additional information _____

17. WINDOWS:

Windows: type _____; make _____; material _____; sash thickness _____
 Glass: grade _____; sash weights; balances, type _____; head flashing _____
 Trim: type _____; material _____; Paint _____; number coats _____
 Weather-stripping: type _____; material _____; Storm sash, number _____
 Screens: full; half; type _____; number _____; screen cloth material _____

Basement windows: type _____; material _____; screens, number _____; Storm sash number _____
 Special windows _____
 Additional information _____

18. ENTRANCES AND EXTERIOR DETAIL:

Main entrance door: material _____; width _____; thickness _____. Frame: material _____; thickness _____
 Other entrance doors: material _____; width _____; thickness _____. Frame: material _____; thickness _____
 Head flashing _____ Weatherstripping: type _____; saddles _____
 Screen doors: thickness _____; number _____; screen cloth material _____ Storm doors: thickness _____; number _____
 Combination storm and screen doors: thickness _____; number _____; screen cloth material _____
 Shutters: hinged; fixed. Ratings _____, Attic louvers _____
 Exterior millwork: grade and species _____ Paint _____; number coats _____
 Additional information _____

19. CABINETS AND INTERIOR DETAIL:

Kitchen cabinets, wall units: material _____; lineal feet of shelves _____; shelf width _____
 Base units: material _____; counter top _____; edging _____
 Back and end splash _____ Finish of cabinets _____; number coats _____
 Medicine cabinets: make _____; model _____
 Other cabinets and built-in furniture _____
 Additional information: _____

20. STAIRS:

STAIR	TREADS		RISERS		STRINGS		HANDRAIL		BALUSTERS	
	Material	Thickness	Material	Thickness	Material	Size	Material	Size	Material	Size
Basement										
Main										
Attic										

Disappearing: make and model number _____
 Additional information _____

21. SPECIAL FLOORS AND WAINSCOT: (Describe Carpets as listed in Certified Products Directory)

Floors	Location	Material, Color, Border, Sizes, Gage, Etc.	Threshold Material	Wall Base Material	Underfloor Material
	Kitchen				
	Bath				
Wainscot	Location	Material, Color, Border, Sizes, Gage, Etc.	Height	Height Over Tub	Height in Showers (From Floor)
	Bath				

22. PLUMBING:

Fixture	Number	Location	Make	MFR's Fixture Identification No.	Size	Color
Sink						
Lavatory						
Water Closet						
Bathtub						
Shower over Tub						
Stall shower						
Laundry trays						

Bathroom accessories: Recessed; material _____; number _____; Attached; material _____; number _____

Additional information: _____

Curtain rod Door Shower pan: material _____

Water supply: Public; community system; individual (private) system.*

Sewage disposal: public; community system; individual (private) system.*

**(Show and describe individual system in complete detail in separate drawings and specifications according to requirements.)*

House drain (inside): cast iron; tile; other _____ House sewer (outside): cast iron; tile; other _____

Water piping: galvanized steel; copper tubing; other _____ Sill cocks, number _____

Domestic water heater: type _____; make and model _____; heating capacity _____
 _____ gph. 100" rise. Storage tank: material _____; capacity _____ gallons.

Gas service: utility company; liq. pet. gas; other _____ Gas piping: cooking; house heating

Footing drains connected to: storm sewer; sanitary sewer; dry well. Sump pump; make and model _____
 _____; capacity _____; discharges into _____

23. HEATING:

Hot water. Steam Vapor One-pipe system Two-pipe system

Radiators Convectors Baseboard radiation Make and model _____

Radiant panel: floor; wall; ceiling. Panel coil: material _____

Circulator Return pump. Make and model _____; capacity _____ gpm

Boiler: make and model _____ Output _____ Btuh.; net rating _____ Btuh.

Additional information _____

Warm air: Gravity. Forced. Type of system _____

Duct material: supply _____; return _____ Insulation _____; thickness _____ Outside air intake.

Furnace: make and model _____ Input _____ Btuh.; output _____ Btuh.

Additional information: _____

Space heater; floor furnace; wall heater. Input _____ Btuh.; output _____ Btuh.; number units _____

Make, model _____; Additional information _____

Controls: make and types _____

Additional information: _____

Fuel: Coal; Oil; gas; liq. pet. gas; electric; other _____; storage capacity _____

Additional information: _____

Firing equipment furnished separately: Gas burner, conversion type. Stoker: hopper feed ; bin feed

Oil burner: pressure atomizing; vaporizing _____

Make and model _____ Control _____

Additional information: _____

Electric heating system: type _____ Input _____ watts; _____ volts; output _____ Btuh.

Additional information: _____

Ventilating equipment: attic fan, make and model _____; capacity _____ cfm.
 kitchen exhausts fan, make and model _____

Other heating, ventilating, or cooling equipment _____

24. ELECTRIC WIRING:

Service: overhead; underground. Panel: fuse box; circuit breaker; make _____ AMPs _____ No. Circuits _____

Wiring: conduit; armored cable; nonmetallic cable; knob and tube; other _____

Special outlets: range; water heater; other _____

Doorbell. Chimes. Push-button locations _____ Additional information _____

25. LIGHTING FIXTURES:

Total number of fixtures _____ Total allowance for fixtures, typical installation, \$ _____

Non-typical installation _____

Additional information _____

26. INSULATION:

Location	Thickness	Material, Type, and Method of Installation	Vapor Barrier
Roof			
Ceiling			
Wall			
Floor			

27. MISCELLANEOUS: (Describe any main dwelling materials, equipment, or construction items not shown elsewhere; or use to provide additional information where the space provided was inadequate. Always reference by item number to correspond to numbering used on this form.)

HARDWARE: (make, material, and finish.) _____

SPECIAL EQUIPMENT: (State material or make, model and quantity. Include only equipment and appliances which are acceptable by local law, custom and applicable FHA standards. Do not include items which, by established custom, are supplied by occupant and removed when he vacates the premises or chattels prohibited by law from becoming realty.) _____

PORCHES: _____

TERRACES: _____

GARAGES: _____

WALKS AND DRIVEWAYS:

Driveway: width _____; base material _____; thickness _____; surfacing material _____; thickness _____

Front walk: width _____; material _____; thickness _____. Service walk: width _____; material _____; thickness _____

Steps: material _____; treads _____; risers _____. Cheek walls _____

OTHER ONSITE IMPROVEMENTS:

(Specify all exterior onsite improvements not described elsewhere, including items such as unusual grading, drainage structures, retaining walls, fence, railings, and accessory structures.)

LANDSCAPING, PLANTING, AND FINISH GRADING:

Topsoil _____ thick front yard; side yards; rear yard to _____ feet behind main building.

Lawns (seeded, sodded, or sprigged): front yard _____; side yards _____; rear yard _____

Planting: as specified and shown on drawings; as follows:

_____ Shade trees, deciduous, _____ caliper. _____ Evergreen trees. _____ = to _____ =, B&B.

_____ Low flowering trees, deciduous, _____ = to _____ = _____ Evergreen shrubs. _____ = to _____ =, B&B.

_____ High-growing shrubs, deciduous, _____ = to _____ = _____ Vines, 2-year _____

_____ Medium-growing shrubs, deciduous, _____ = to _____ = _____

_____ Low-growing shrubs, deciduous, _____ = to _____ = _____

Other: _____

IDENTIFICATION.

I, the undersigned architect/engineer for the above-referenced development, hereby certify to the Mississippi Home Corporation (MHC) that all materials listed throughout this form are necessary to maintain a minimum of 15 years of affordable housing use. I further agree that, subsequent to this certification and prior to the final allocation of Housing Tax Credits, I will furnish a certification that all necessary improvements have been made.

Architect/Engineer Firm

By _____

Date: _____

Its _____

License: _____