

MANDATORY to complete this form **between September 1 and December 1** of **EVERY** year.

\$50 FINE FOR NON-COMPLIANCE

For wood fireplaces that do get used an **inspection is required only once every three winter seasons.**
Chimney inspections are NOT required if your fireplace does not get used or if it is gas.
HOWEVER – it is still necessary for every unit owner to complete this form every year.

It’s important for HVCA to have these forms in case we are asked for them by our master insurance company. These forms show the insurance company that HVCA is taking steps to help prevent fires and keep the community safe. **Our insurance rate could increase if we are unable to produce forms if they get requested.**

Please fill this out and email or put in the HVCA gazebo mailbox. Date: _____

Unit Owner Name: _____ Unit #: _____

IMPORTANT – MUST ANSWER:

Is your unit’s fireplace being used?	YES	_____	NO	_____
Does your unit have a gas fireplace:	YES	_____	NO	_____

IMPORTANT NOTE REGARDING INSPECTIONS:

For wood fireplaces that do get used an **inspection is required only once every three winter seasons.**
The dated inspection report must get attached to the completed chimney form for the three winter seasons that it covers.
After the three year period expires another inspection will be required.

Date when fireplace and chimney was last inspected and cleaned: _____

MUST enclose a copy of the chimney service company’s report or invoice with this form.

IT IS NOT THE RESPONSIBILITY OF THE HVCA TO MAINTAIN THE INSPECTION REPORTS FOR PREVIOUS YEARS.

IT IS OWNER RESPONSIBILITY TO KEEP THEIR OWN DATED INSPECTION REPORTS AND TO ATTACH THEM TO ALL APPLICABLE COMPLETED CHIMNEY FORMS.

Some company options:	Casey’s Chimney & Wood Stove Service	401-739-5320
	Classic Chimney	401-739-0284
	Cheaper Sweeper	401-463-8286

Thank you for your cooperation!!