

# Government Quarters Inventory (revised 2/2001)

☐ Add Record ☐ Delete Record ☐ Change Record

Q1 Agency \_\_\_\_\_ Installation \_\_\_\_\_ Quarters I.D. No. \_\_\_\_\_

## Location

L1 Quarter Name (optional): \_\_\_\_\_

L2 Survey Region: \_\_\_\_\_ L3 Nearest Established Community (NEC): \_\_\_\_\_

Miles (one-way) between quarters and nearest established community – round to nearest mile:

L4 Paved Road/Rail Miles \_\_\_\_\_ Unpaved Road Miles \_\_\_\_\_ Unimproved Road Miles \_\_\_\_\_ Water/Special \_\_\_\_\_ Air \_\_\_\_\_

L5 Management Unit: \_\_\_\_\_ L6 Facility Management Number: \_\_\_\_\_

## Structure

S1 Rent Class:

- ☐ Apartment
- ☐ Boat
- ☐ Cabin
- ☐ Dormitory
- ☐ House
- ☐ Mobile Home
- ☐ Plex
- ☐ Trailer Pad
- ☐ Travel Trailer

S2 Date Built: \_\_\_\_\_

S3 Interior Condition:

- ☐ Excellent ☐ Not Applicable
- ☐ Fair ☐ Obsolete
- ☐ Good ☐ Poor

S4 Exterior Condition:

- ☐ Excellent ☐ Not Applicable
- ☐ Fair ☐ Obsolete
- ☐ Good ☐ Poor

S5 Insulation:

- ☐ Adequate
- ☐ Minimum
- ☐ None

S11 Rooms: ☐ ☐

Number Used: ☐ ☐

S12 Bedrooms: ☐ ☐

Number Used: ☐ ☐

S13 Bathrooms: ☐ ☐

Number Used: ☐ ☐

S14 Dorm Rooms: ☐ ☐

S15 1-Car Garage: ☐

S16 2-Car Garage: ☐

S17 Carport: ☐

S18 Current Use:

- ☐ QMIS
- ☐ Office
- ☐ Training
- ☐ Conference
- ☐ Shop
- ☐ Storage
- ☐ Excess
- ☐ Destroy
- ☐ Other

S6 Gross Finished Floor Space (sq. feet):

Finished Basement ☐ ☐ ☐ ☐

First Floor ☐ ☐ ☐ ☐

Other Floor(s) ☐ ☐ ☐ ☐

S7 Official Business Use Space:

Finished Basement ☐ ☐ ☐ ☐

First Floor ☐ ☐ ☐ ☐

Other Floor(s) ☐ ☐ ☐ ☐

S8 Unused Finished Space:

Finished Basement ☐ ☐ ☐ ☐

First Floor ☐ ☐ ☐ ☐

Other Floor(s) ☐ ☐ ☐ ☐

S9 Unfinished Basement (sq. feet): \_\_\_\_\_

S10 Planned Tenants: ☐

S19 ☐ Carbon Monoxide Detectors

S20 ☐ Smoke Detectors

S21 ☐ Handicap Accessible

S22 ☐ Seasonal

S23 ☐ Fire Sprinklers

S24 ☐ Lead Paint

S25 ☐ On Govt. Premises

## Amenities/Adjustments

(Check if service is OK or exists)

- A1 ☐ Adequate Water Service
- A2 ☐ Adequate Electric Service
- A3 ☐ Reliable Fuel for Heating/Cooking
- A4 ☐ Adequate Police Protection
- A5 ☐ Adequate Fire Protection
- A6 ☐ Adequate Sanitation
- A7 ☐ Noise/Odors OK
- A8 ☐ Sidewalks
- A9 ☐ Street Lights
- A10 ☐ Paved Streets
- A11 ☐ Phone in Quarters
- A12 Type of Phone in Quarters:
  - ☐ None ☐ Party ☐ Private
- A13 ☐ Phone Near Quarters (100 yards)
- A14 ☐ Quarters Were Justified
- A15 Loss of Privacy \_\_\_\_\_
- A16 Excessive Size \_\_\_\_\_
- A17 Inadequate Size \_\_\_\_\_
- A18 Excessive Heating/Cooling \$ \_\_\_\_\_
- A19 Additional Charges \$ \_\_\_\_\_
- A20 Additional Deductions \$ \_\_\_\_\_

## Utilities

U1	Billed in Rent	Govt. Provides	Metered	Average Usage
Electricity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Fuel Oil 1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Fuel Oil 2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Natural Gas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Propane	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Sewer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

## Property/Services

For each item listed, insert the number provided by the Government and the type of fuel consumed. (C=coal; E=electricity; F1=fuel oil #1; F2=fuel oil #2; G=natural gas; P=propane; N=n/a; W=wood)

### Government Provided Items

	No.	Fuel Type	Used For Primary Heating	Used For Primary Cooking
P1 Base Radio	<input type="checkbox"/>	<input type="checkbox"/>		
P2 Cable TV	<input type="checkbox"/>	<input type="checkbox"/>		
P3 Central Cooling (Evaporative)	<input type="checkbox"/>	<input type="checkbox"/>		
P4 Central Cooling (Refrigerated)	<input type="checkbox"/>	<input type="checkbox"/>		
P5 Central Heating (Electric Resistance)	<input type="checkbox"/>	<input type="checkbox"/>		
P6 Central Heating (Forced Air)	<input type="checkbox"/>	<input type="checkbox"/>		
P7 Central Heating (Heat Pump)	<input type="checkbox"/>	<input type="checkbox"/>		
P8 Central Heating (Hot Water)	<input type="checkbox"/>	<input type="checkbox"/>		
P9 Central Heating (Panel)	<input type="checkbox"/>	<input type="checkbox"/>		
P10 Central Heating (Solar)	<input type="checkbox"/>	<input type="checkbox"/>		
P11 Community Dryer	<input type="checkbox"/>			
P12 Community Freezer	<input type="checkbox"/>			
P13 Community Pool	<input type="checkbox"/>			
P14 Community Washer	<input type="checkbox"/>			
P15 Dishwasher	<input type="checkbox"/>	<input type="checkbox"/>		
P16 Dryer	<input type="checkbox"/>	<input type="checkbox"/>		
P17 Engine Heater	<input type="checkbox"/>	<input type="checkbox"/>		
P18 Fireplace	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P19 Fireplace Insert	<input type="checkbox"/>			
P20 Firewood (cords)	<input type="checkbox"/>			
P21 Free-Standing Stove	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
P22 Freezer	<input type="checkbox"/>	<input type="checkbox"/>		
P23 Furnished Rooms	<input type="checkbox"/>			
P24 Hot Tub	<input type="checkbox"/>	<input type="checkbox"/>		
P25 Lawn Care (# mowings)	<input type="checkbox"/>			
P26 Lawn Mower	<input type="checkbox"/>			
P27 Maid Service	<input type="checkbox"/>			
P28 Microwave	<input type="checkbox"/>	<input type="checkbox"/>		
P29 Premium Channels	<input type="checkbox"/>			
P30 Private Pool	<input type="checkbox"/>			
P31 Radon Mitigation Fan	<input type="checkbox"/>	<input type="checkbox"/>		
P32 Range	<input type="checkbox"/>	<input type="checkbox"/>		
P33 Refrigerator	<input type="checkbox"/>	<input type="checkbox"/>		
P34 Remote Control Relay	<input type="checkbox"/>	<input type="checkbox"/>		
P35 Satellite Dish	<input type="checkbox"/>	<input type="checkbox"/>		
P36 Sewer Lift	<input type="checkbox"/>	<input type="checkbox"/>		
P37 Snow Removal	<input type="checkbox"/>	<input type="checkbox"/>		
P38 Space Heater	<input type="checkbox"/>	<input type="checkbox"/>		
P39 Storage Shed	<input type="checkbox"/>	<input type="checkbox"/>		
P40 Sump Pump	<input type="checkbox"/>	<input type="checkbox"/>		
P41 Trash Compactor	<input type="checkbox"/>	<input type="checkbox"/>		
P42 Trash Removal	<input type="checkbox"/>	<input type="checkbox"/>		
P43 Washer	<input type="checkbox"/>	<input type="checkbox"/>		
P44 Water Heater	<input type="checkbox"/>	<input type="checkbox"/>		
P45 Well Pump	<input type="checkbox"/>	<input type="checkbox"/>		
P46 Window AC Evaporative	<input type="checkbox"/>	<input type="checkbox"/>		
P47 Window AC Refrigerated	<input type="checkbox"/>	<input type="checkbox"/>		

## Tenants

T1 Last Name: \_\_\_\_\_

T2 First Name: \_\_\_\_\_

T3 SSN: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

T4 Arrival Date: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

T5 Type:

<input type="checkbox"/> 100-297 Grant	<input type="checkbox"/> Other (Non-Federal)
<input type="checkbox"/> 93-638 Tribal	<input type="checkbox"/> Permanent
<input type="checkbox"/> Commission Corps	<input type="checkbox"/> Researcher (Non-Federal)
<input type="checkbox"/> Concessionaire	<input type="checkbox"/> Seasonal
<input type="checkbox"/> Contractor	<input type="checkbox"/> Student Volunteer
<input type="checkbox"/> General Public	<input type="checkbox"/> Tribal
<input type="checkbox"/> Other (Federal)	<input type="checkbox"/> Volunteer (Non-Student)

T6 Tenant Pays Federal Rent: ☐

T7 Room No.: \_\_\_\_\_

T8 Department: \_\_\_\_\_

T9 Grade/Rank: \_\_\_\_\_

T10 Departure Date: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

T11 Required Occupant:

☐ Necessary Service

☐ Protection

T12 Tax Exempt:

☐ Condition of Employment

☐ Convenience of Government

T13 Termination Notice (Days): \_\_\_\_\_

T14 Lease Start Date: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

T15 Lease End Date: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

## Tenant Appliances

TA1 Name: \_\_\_\_\_

	No.	Fu Ty
Dishwasher	<input type="checkbox"/>	<input type="checkbox"/>
Dryer	<input type="checkbox"/>	<input type="checkbox"/>
Engine Heater	<input type="checkbox"/>	<input type="checkbox"/>
Freezer	<input type="checkbox"/>	<input type="checkbox"/>
Hot Tub	<input type="checkbox"/>	<input type="checkbox"/>
Microwave	<input type="checkbox"/>	<input type="checkbox"/>
Range	<input type="checkbox"/>	<input type="checkbox"/>
Refrigerator	<input type="checkbox"/>	<input type="checkbox"/>
Satellite Dish	<input type="checkbox"/>	<input type="checkbox"/>
Space Heater	<input type="checkbox"/>	<input type="checkbox"/>
Trash Compactor	<input type="checkbox"/>	<input type="checkbox"/>
Washer	<input type="checkbox"/>	<input type="checkbox"/>
Window AC Evaporative	<input type="checkbox"/>	<input type="checkbox"/>
Window AC Refrigerated	<input type="checkbox"/>	<input type="checkbox"/>