



CITY OF HENDERSON
Building & Fire Safety
240 Water Street
P. O. Box 95050
Henderson, NV 89009

QAA AGENCY REGISTRATION & SPECIAL INSPECTION NOTIFICATION FORM

The City of Henderson has an interlocal agreement with Clark County Building Department regarding Quality Assurance and Special Inspections. All requirements, guidelines, etc. required by Clark County Building Department are adopted and enforced in the City of Henderson. The Prime Quality Assurance and Special Inspection Agency is required to register with City of Henderson Building and Fire Safety Department prior to issuance of all Grading Permits or any Building Permit that requires special inspection. This registration shall include all activities subcontracted to other firms by the prime QAA Agency.

Pursuant to the City of Henderson Administrative Code and Clark County Building Department Technical Guideline TG-20, the Special Inspector and the Prime QAA are required to notify City of Henderson Building Department of commencement of special inspection activities and subcontracting of special inspection activities, respectively. Depending on the scope of the project, multiple notifications may be required, such as notification prior to earthwork activities and prior to superstructure construction.

This form must be completed and returned to City of Henderson Building Department prior to commencement of special inspection activities.

Please note that this form must be completed for each permit. The permit will not be issued until this registration is submitted and accepted.

Prime QAA Firm: _____

Is QAA designated on the Special Inspection Agreement on file? Yes | No

Project Name: _____

Permit Type: _____ Permit Number: _____

Project Address: _____

Project Location (cross streets) _____

Owner/Developer: _____

Contractor: _____

Primary QAA Scope of Services (Mark all that Apply)

- Grading (G)
- Drilled Piles/Caissons (R)
- Driven Piles (P)
- Concrete (C)

- Masonry (M)
- Steel (S)
- Smoke Control/Air Balance (K or K-TAB)
- Amusement/Transportation Systems (A)
- Wood (W)
- Fireproofing (F)
- Special Cases (X)
- Other: _____

Assigned Inspector's Name: _____

Subcontracting If any portion of the work listed on the Special Inspection Agreement, or otherwise required on this permit, is accomplished by personnel not directly employed by the Prime QAA, this portion of the form needs to be completed. It is the Prime QAA's responsibility to ensure all subcontractors and their employees are properly certified.

Subcontracting QAA Firm Name: _____

Subcontracted QAA Scope of Services (Mark all that Apply)

- Grading (G)
- Drilled Piles/Caissons (R)
- Driven Piles (P)
- Concrete (C)
- Masonry (M)
- Steel (S)
- Smoke Control/Air Balance (K or K-TAB)
- Amusement/Transportation Systems (A)
- Wood (W)
- Fireproofing (F)
- Special Cases (X)
- Other: _____

SUBCONTRACTING COMPLIES WITH Section 22.02.510(E) YES NO

Name of Prime QAA's QM or EM: _____

Name of Subcontracted QAA's QM or EM: _____

Check box below for initial registration or special inspection notification

Before the permit will be issued, the prime Quality Assurance Agency shall fax this form as QAA Agency Registration to the City of Henderson Building and Fire Safety Department at 702-267-3601

Before starting any phase of work that requires special inspections, the building contractor shall fax a copy of this form to the City of Henderson Building and Fire Safety Department Inspections office at 702-267-3901.