



Jackson/Teton County Affordable Housing Department Request for Capital Improvement Form

Prior approval is necessary to ensure credit is received at time of sale.

Please submit this form along with the \$200.00 fee to the Housing Department.

Date Submitted _____

Homeowner Name _____

Physical Address _____

Mailing Address (if different) _____

Phone _____ Email _____

Describe in detail improvement(s) being made and why _____

Itemized estimated costs (include labor if hired – no sweat equity)

Does this improvement increase the life of the component as compared to the original product, or increase the long term affordability of the home? Yes _____ No _____

If yes, please give a detailed explanation why _____

Does this project require a building permit? Yes _____ No _____

Does this project require HOA approval? Yes _____ No _____

(Please attach written approval from the HOA or response from the HOA indicating no approval is needed)

Date work is expected to be completed _____

Please attach any supporting information for your request, such as plans, estimates, etc. Approval may not be given without supporting documentation.

For Housing Department use only

Date received _____ Approved _____

Date of response _____ Denied _____

Date Approval Expires _____

Please follow-up with an email or phone call to be sure the Housing Department received your request submittal and fee. bjennings@tetoncountywy.gov (P) 307-732-0867 (F) 307-734-3864