

Dear Applicant:

Enclosed you will find your home inspector license application packet which you requested. PSI Examination Services (PSI) will administer the home inspector's exam in computer-based format.

You may visit their web page for more information about the examination at <http://www.psiexams.com>.

After your application has been approved for examination, your candidates' information bulletin will be mailed to you. It will include your registration form to send to PSI for scheduling your examination.

If you have any further questions, please call the licensing department at (803) 896-4696.

SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION

Residential Builders Commission
Office of Licensure and Compliance

P. O. Box 12517, Columbia, SC 29211-2517
Synergy Business Park, Kingstree Bldg., 110 Centerview Drive
Telephone (803)896-4696 Fax (803)896-4525

Home Inspector License Application

Fees (certified check or money order only)
APPLICATION PROCESSING FEE \$80

LICENSES ARE RENEWABLE JULY 1, EACH EVEN YEAR.
(2008; 2010; 2012; etc.)

LICENSE (Pay after exam)

\$160 If the license is issued for more than 12 months, before the next renewal date.

\$80 If the license is issued for 12 months or less, before the next renewal date.

EXAMINATION FEE (Pay to PSI)

For Office Use Only

LICENSE		
FISCAL		
CC		
ACTION		
APPROVAL		

A. APPLICANT INFORMATION (Please Print)

Applicant: _____
Last First MI

Date of Birth: _____

Business Name: _____

Business Address: _____
P. O. Box/Street Address

City State Zip County

Home Address: _____
P. O. Box/Street Address

City State Zip County

Home Telephone #: (____) _____

B. EXPERIENCE INFORMATION

- Are you currently certified as a building or home inspector by an organization approved by the S. C. Residential Builders Commission?
____ Yes ____ No
If YES, name of organization: _____
(Attach proof of certification)
- Do you have at least one year of experience as a home inspector under the direction and direct supervision of a licensed home inspector, residential builder, general contractor, engineer, architect or municipal or county building inspector? ____ Yes ____ No
Name of supervisor _____
License number and license held by supervisor _____
(Attach additional information if applicable.)
- Have you performed a minimum of fifty (50) residential inspection? ____ Yes ____ No
If YES, attach a summary report of each inspection.

B. EXPERIENCE INFORMATION – continued

4. Have you ever been registered or licensed as a home inspector? ____ Yes ____ No

If YES, complete the following:

Exact name in which license was issued _____

License Type _____

License Number _____ Expiration Date _____

State(s) in which license issued: _____

5. Are you currently licensed in the state of South Carolina as a residential builder, general contractor, engineer or architect? ____ Yes ____ No
If yes, license # _____ (Attach copy of current license.)

C. GENERAL INFORMATION (Attach a separate sheet explaining any “Yes” answers.)

1. Have you ever been denied a license to practice home inspecting or any similar occupational or professional license? ____ Yes ____ No

2. Have you ever been convicted of, pled guilty or nolo contendere to a criminal offense (other than minor traffic violations) ____ Yes ____ No

3. Have there been any judgements, liens or claims filed against you in the past 5 years? ____ Yes ____ No

4. Are you currently delinquent with child support obligations? ____ Yes ____ No

D. SIGNATURES

I certify that all statements contained herein are true and correct to the best of my knowledge. I further understand that false or incorrect information provided by me may result in the cancellation of any license issued pursuant to this application and the institution of appropriate civil and criminal proceedings.

Signature of Applicant

Title

Date

Sworn and Subscribed before me this _____ day of _____, 20_____.

NOTARY PUBLIC SIGNATURE

My Commission Expires _____

NOTES:

1. Be sure to include copies of inspection summary forms if applicable.
2. Licenses expire on June 30, each even year regardless of date issued.
3. It is the applicant’s responsibility to notify this office of any changes of address or employment.

Personal information provided in this application may be subject to public scrutiny or release under the S.C. Freedom of Information Act or other provisions of federal and state law.

*The disclosure of the social security number for identification purposes is authorized and mandated by state and federal statutes. The social security number is not subject to disclosure as public information.

AFFIDAVIT OF ELIGIBILITY

Pursuant to Section 8-29-10 SC Code of Law, **ALL** applicants for a South Carolina license after July 1, 2008 are required to complete and sign this Affidavit of Eligibility.

Section A: LAWFUL PRESENCE in the United States.

I, (please print your full name) _____, swear or affirm under penalty of perjury under the laws of the State of South Carolina that (check 1, 2 or 3 below):

1. ___ I am a United States citizen or legal permanent resident eighteen years of age or older; or
2. ___ I am not a US citizen but am lawfully present in the US as evidenced by one of the following
 - a. ___ I am a qualified alien as defined in 8 U.S.C. sec 1641, eighteen years of age or older.
 - b. ___ I am a nonimmigrant under the "Immigration and Nationality Act," Federal Public Law 82-414 as amended, eighteen years of age or older.
3. ___ I am not physically present in the US under 8 U.S.C. sec 1621 (c) (2) (c) or employed in the US pursuant to 8 U.S.C. 1621 (c) (2) (a) (check either a or b below):
 - a. ___ I am a US citizen, not physically present or employed in the United States.
 - b. ___ I am a Foreign National, not physically present or employed in the United States.

If you selected either 3.a. or 3.b., you do not need to complete Section B. Skip to Section C.

Section B: Secure and Verifiable Document. This section must be completed if you checked number 1 or 2 in Section A.

1. Please check one of the following acceptable secure and verifiable documents. Complete documentation must be provided **upon request only**.

- Any South Carolina Driver License, South Carolina Driver Permit or South Carolina Identification Card, expired less than one year.
- Out-of-state issued photo Driver's License or photo identification card, photo driver's permit expired less than one year. State: _____
- Valid Temporary Resident Card
- Certificate of Naturalization with intact photo
- Certificate of (US) Citizenship with intact photo
- Other: (Name of verifiable document) _____

2. Enter the state or the federal agency name where this secure and verifiable document was issued.

(If issued by a state agency, include both the state and agency name.)

3. What is the secure and verifiable document number? _____

_____/_____/_____

Social Security Number

4. What is the expiration date of your secure and verifiable document? ____/____/____ (month/day/year)

(If you hold a document without an expiration date, such as a military ID or naturalization certificate, write N/A.)

Section C: Attestation.

- I understand that this sworn statement is required by law because I have applied for or hold a professional or commercial license regulated by 8 U.S.C. sec. 1621. I understand that state law requires me to provide proof that I am lawfully present in the United States. I may also be required to provide proof of lawful presence.
- I understand that in accordance with section 8-29-10 false statements made herein are punishable by law. I state under penalty of perjury that the above statements are true and correct.
- I am the person identified above and the information contained herein is true and correct to the best of my knowledge. I understand that under South Carolina law, providing false information is grounds for denial, suspension or revocation of a license, certificate, registration or permit.
- I understand that the above information must be disclosed to the Department of Labor, Licensing and Regulation upon request and is subject to verification.

Signature

Date

Please print your name as shown on your secure and verifiable document.

Professional License Type: _____

License Number (if already licensed): _____

The South Carolina Code of Laws requires that every individual who applies for an occupational or professional license provide a social security or alien identification number for use in the establishment, enforcement and collection of child support obligations and for reporting to certain databanks established by law. Failure to provide your social security number for these mandatory purposes will result in the denial of your licensure application. Social security numbers may also be disclosed to other governmental regulatory agencies and for identification purposes to testing providers and organizations involved in professional regulation. Your social security number will not be released for any other purpose not provided for by law.

**S.C. DEPARTMENT OF LABOR, LICENSING AND REGULATION
RESIDENTIAL BUILDERS COMMISSION**

**APPROVED ORGANIZATIONS AND ENTITIES
FOR HOME INSPECTOR LICENSE WITH EXAMINATION**

January 6, 2005

The following organizations and entities have been approved by the commission in accordance with Regulation 106-4 (B):

- | | | | | | |
|-----|---|-----|---|-----|---|
| 1. | Home Inspection Institute of America, Inc.
P O Box 4174
Yalesville CT 06492-1524 | 12. | All State Home Inspections
Household Environmental Testing Center
2097 N Randolph RD
Randolf Center VT 05061 | 21. | American Home Inspectors Training Institute, Ltd.
14100 W. Cleveland Ave
New Berlin WI 53151
800-441-9411
262-754-3744 |
| 2. | National Institute of Building Inspectors
424 Vosseller Avenue
Bound Brook, NJ 08805 | 13. | Examiner Home Inspection LLC
Attn: Lee Cunningham
1420 Victoria Street
Columbia SC 29201
803-238-8700
Lee@ExaminerHomeInspection.com
www.ExaminerHomeInspection.com | 22. | Home Reporter Systems
123 East Main Street
P O Box 280
Hookerton NC 28583
800-328-6775 |
| 3. | Midwest Inspectors Institute
P O Box 186
Lansing Kansas 66043 | 14. | HE-A Better School of Building Inspection
P O Box 1986
Salt Lake City, UT 84110
801-466-4447 Fax 801-474-3289 | 23. | Inspect - It 1 st Franchising Corp
16042 N. 32 nd St.
Ste #B-5
Phoenix, AZ 85032
602-971-9400 |
| 4. | Pillar to Post
14502 N. Dale Mabry Hwy
Suite 200
Tampa FL 33618 | 15. | The Edifice Training & Development
5490 Leather Stocking Lane
Stone Mountain GA 30087
770-971-2836 | 24. | Housing Inspection Foundation
1224 N Nokomis NE
Alexandria, MN 56308
320-763-6350 |
| 5. | North Eastern Carolina Home Services, Inc
1507 Seabrook Ave
Cary NC 27512
1-800-570-1805 or 1-800-887-1515 | 16. | AmeriSpec Home Inspection Service
860 Ridge Lake Blvd
Memphis TN 38120
901-820-8500
910-820-8550 Fax | 25. | Fortune School of Real Estate/
Horry-Georgetown Technical College
P O Box 261966
Conway SC 29528-6066
843-236-1131
800-922-2245 |
| 6. | World Inspection Network
6500 6 th Avenue NW
Seattle WA 98117-5015
Fax 206-441-3655 | 17. | Building Spec Inc.
423 Thompson Creek Rd
Stevensville MD 21666
410-604-2700
800-217-7979 | 26. | Cornerstone Home Inspections
8 Woodland Dr
Ware Shoals SC 29692-1114
864-456-2840 |
| 7. | Home Pro Services, Inc.
2841 Hartland Rd
Suite 201
Falls Church VA 22043
1-800-966-4555 | 18. | Education Direct
925 Oak St
Scranton PA 18515
570-342-7701 | 27. | Advantage Inspection
P O Box 3917
Greenville SC 29608
864-241-2000 |
| 8. | Allied Business Schools, Inc
22952 Alcalde Dr
Laguna Hills CA 92653 | 19. | American Inspectors Society
P O Box 984
Helen GA 30545
800-590-8664 | 28. | Inspection Depot
11150-2C San Jose Blvd
Jacksonville FL 32223 |
| 9. | Boot Camp Inspections
Yvonne Sharp & Associates, Inc.
66 River Oak Ct
Temple GA 30179
1-770-562-1999 | 20. | American Society of Home Inspector, Inc
ASHI@HOME Training System
932 Lee Street, Suite 101
Des Plaines, IL 60016
847-759-2820 | 29. | Trident Technical College
P O Box 118067
Charleston SC 29423-8067 |
| 10. | The Home Team Inspection Service
6355 E. Kemper Rd.
Suite 250
Cincinnati OH 45241 | | | 30. | Fortune School of Real Estate (Midlands Technical & Trident Technical College & Greenville Technical College)
P O Box 3845
Myrtle Beach SC 29578
843-236-1131 or 800-922-2245 |
| 11. | National Property Inspections, Inc.
11620 Arbor St
Suite 100
Omaha NE 68144-2935 | | | | |

31. Inspection Training Associates
1016 S Tremont St
Oceanside CA 92054-5051
800-323-9235
32. York Technical College
452 South Anderson Rd
Rock Hill SC 29732
803-327-8000
33. National Academy for Home Inspectors, Inc.
2662 Holcomb Bridge Rd
Suite 324
Alpharetta GA 30022
770-578-6464
34. Tri-County Technical College
7900 Hwy 76
P O Box 587
Pendleton SC 29670
35. South Carolina Home Inspectors Academy
736-D Saint Andrews Rd., #124
Columbia SC 29210
803-955-9000
36. Spartanburg Technical College
P O Drawer 4386
Spartanburg SC 29305-4386
37. The BrickKicker
849 N. Ellsworth St
Naperville IL 60563
630-420-9900
800-821-1820
38. Contractors Seminars, Inc
P O Box 90902
Columbia SC 29290
803-772-9596
39. Professional Home Inspection Institute
112 Egan Avenue North
Madison SD 57042
800-983-6322
605-483-3295
775-522-2916(Fax)
40. Academy of Real Estate & Appraisal
P O BOX 2175
7949 Broad River Rd. Unit 70
Irmo SC 29063
803-407-1764
41. FYI Seminars LLC
P O Box 50201
Columbia SC 29250
42. Foley-Belsaw Company
6301 Equitable Rd
Kansas City, Missouri 64120
816-483-6400
43. Accu-spec Home Inspector Institute
95 Keddy Blvd
Chicopee MA 01020-2919
800-233-2758
44. "*****"Cuj y qtj "Ectggt"Uej qqn
6065 Roswell Rd., Ste 311B
Atlanta GA 30328
Real Estate School of South ina
45. Real Estate School of SC
10 Diamond Lane
Columbia SC 29210
803-731-0654 Fax 803-731-0394
www.realestateschoolofsc.com
46. Certified Inspection Training
99 Ravenscrest Drive
Klamath Falls OR 97601
541-273-1901
www.CertifiedInspectionTraining.com
47. The Home Inspection Institute of Atlanta
2470 Windy Hill Rd Ste 300
Marietta GA 30067
770-618-3042
48. Coastal Training Consultants
1527 Kentwood Circle
Charleston SC 29412
843-762-6316
49. US Career Institute
2001 Lowe Street
Fort Collins CO 80525
970-377-3375
50. Kaplan Professional School / Inspection Training Associates
1016 S Tremont St
Oceanside CA 92054
1-800-694-7369
51. South Carolina School of Home Inspections
120 Irby Rd
Spartanburg SC 29301
864-542-3740
864-439-6293(fax)
52. Training for Inspectors, LLC
PO Box 51093
Piedmont SC 29673
864-979-5290
www.trainingforinspectors.com
53. National Property Inspections, Inc
9375 Burt Street Suite 201
Omaha NE 68114
800-333-9807
800-933-2508
54. Superior Home Inspections LLC
7001 St. Andrews Rd #122
Columbia SC 29212
803-463-3076
www.SuperiorHomeInspections.com
55. Imperial One Home Inspection Institute of SC
106 Thomas Drive
Sumter SC 29150
56. Real Estate School for Success
121 Executive Center Dr Ste 135
Columbia SC 29210
803-233-6625
803-233-6626 Fax
www.realestateschoolforsuccess.com
57. Home Examiner Inspections
PO Box 574
Lexington SC 29072
803-360-0855
803-657-3170 Fax
CraigH@HomeExaminerInspections.com

STANDARDS OF PRACTICE

The following Standards provide guidelines for the Residential Home Inspector.

The guidelines outline what the Residential Home Inspector should observe, identify, inspect and describe.

The guidelines provide the minimum contents of a written report. These guidelines are not intended to limit the Residential Home Inspector. If the Inspector wishes to provide additional inspection services not covered in the Standards that is up to each inspector.

Limitations or exclusions (systems or components not inspected, identified, or reported) can be found after each section.

Introduction: The purpose of the Residential Standards of Practice (Standards) is to establish a uniform guide for performing an inspection of buildings and equipment.

Terms: A glossary of terms and definitions is located in back of the Residential Standards.

Procedures: The procedures are the Residential Standards that identify what is to be inspected and reported.

The Inspector will not disclose any information concerning the results of the inspection without the approval of the clients or their representatives.

The inspector will not accept compensation, financial or otherwise, from more than one interested party for the same service without the consent of all interested parties.

The Inspector will not accept, or offer commissions or allowances, directly or indirectly, from other parties in connection with work for which the Inspector is responsible.

The Inspector will promptly disclose to his client any interest in a business which may affect the client. The Inspector will not allow an interest in any business to affect the quality or results of the inspection work, which the inspector may be called upon to perform. The inspector may not perform any work or improvement to a residence upon which the Inspector performed a home inspection within the previous 12 months.

Purpose: The purpose of a residential inspection is to disclose the general conditions of the building, improvements, mechanical systems and appliances as they exist on the day of the inspection.

Scope: The scope of the residential inspection is a visual observation, with limited use of mechanical instruments, of readily accessible areas of the building, improvements, mechanical systems and appliances. The inspection is limited to areas and systems identified as follows: grounds and appurtenances; roofing / guttering / other roof components; home exteriors; garage / carport; electrical; basement / crawl space / slab; plumbing; heating; cooling; attic; general interiors and kitchen / appliances.

Limitations: The Residential Inspector Standards are designed to identify and disclose observed general conditions. The Residential Inspection is limited to readily accessible areas. No disassembly of equipment or activating of equipment that has been “shut – down” should be performed. No opening of walls, moving furniture, appliances, stored items, walking on roofs or excavation is to be performed.

Concealed, camouflaged, or inaccessible conditions may not be exposed.

Systems and conditions that are not within the scope of the inspection include, but are not limited to: environmental hazards (e.g. lead paint, formaldehyde, toxic or flammable materials, asbestos, radon); pest infestation; portable appliances (e.g. washer, dryers, window air conditioners); security systems; telephone or television systems, fire or lawn sprinklers; swimming pools; spas or jetted tubs; tennis courts; playground or other recreational or leisure appliances or equipment; below ground septic or drainage systems; water wells; zoning ordinances; or any items considered cosmetic in nature. Any general comments about these systems and conditions are informational only and do not represent an inspection.

Warranties and Guarantees:

The residential inspection report is not intended to be used as a guarantee or warranty, expressed or implied, regarding adequacy, performance, or condition of any inspected building improvements, mechanical system or appliance.

The residential inspector should take no position on value nor make any representation as to advisability of purchase or suitability to use. The Inspectors should not incite or stir up quarrels or groundless lawsuits.

Licensing Requirements

License Requirements for Person Engaging in the Business of Inspection Practice:

A state license is required for anyone offering or practicing home inspection unless that individual is a currently licensed engineer, architect, general contractor or residential builder. This requirement is based on Chapter 106, Statutory Authority: 1976 Code 8 40-59-210 – 40-59-240B

A) ROOFING, GUTTERING AND OTHER COMPONENTS

- 1) ROOF STYLE:
 - A) Identify and report the styles of roofs. (Examples: hip, gable, shed, mansard, etc.

- 2) ROOF COVERINGS (materials):
 - A) Identify the type materials, (composition shingles, slate, cement asbestos, etc.).
 - B) Inspect the covering and report the observed condition, describing visible condition and evidence of leaks.

- 3) VISIBLE FLASHING:
 - A) Inspect and report the observed condition of visible flashing. If flashings are not visible, report not visible, not inspected.

- 4) SKYLIGHTS:
 - A) Report if present or not.
 - B) Inspect and report if there is evidence of leaking.

- 5) ROOF PENETRATIONS (plumbing stacks, gas vents, etc.):
 - A) Inspect and report the observed condition of all roof protrusions and their flashing.
 - B) Describe and report defects or deficiencies.

- 6) FIREPLACE CHIMNEYS:

- A) Report if present or not.
- B) Inspect and report the observed condition of the chimney and its component elements.
- C) Describe and report defects and/or deficiencies.

7) GUTTERS AND DOWNSPOUTS:

- A) Report if present or not.
- B) Inspect and report the observed conditions of gutters and downspout systems.
- C) Describe and report defects or deficiencies.

LIMITATIONS:

- A) The Inspector is not required to:
 - 1) Perform tasks that place his or her person in danger.
 - 2) Inspect or report on accessory items not listed above, (antennas, solar panels, etc.).
 - 3) Estimate the remaining life of roof coverings, flashing, caulking materials, or other components.
 - 4) Handle or disturb materials suspected of containing hazardous materials.
- B) Describe and report how the roof was inspected (from ground, with binoculars, from a ladder).
- C) Describe and report areas that could not be inspected (tops of flat roof, valleys of compound roof designs, etc.).

B) HOME EXTERIOR

1) TRIM:

- A) Inspect and report the observed condition of the materials.
- B) Describe and report defects.

2) SIDING / WALL COVERINGS:

- A) Identify the materials by type.
- B) Inspect and report the observed condition of the materials and components.

3) PAINT:

- A) Inspect and report the observed condition.
- B) Observe the condition of paint and caulking.

4) WINDOWS:

- A) Inspect and report the observed condition of a representative number.
- B) Identify and report the type (wood, metal, etc.).
- C) Describe and report defects or deficiencies.

5) DOORS:

- A) Inspect and report the observed condition of all accessible exterior doors.
- B) Describe and report visible defects.

6) STORM WINDOWS AND DOORS:

- A) Report if present or not.
- B) Describe and report visible defects.

7) SCREENS:

- A) Report if present or not.
- B) Report the observed condition.

8) PORCHES:

- A) Report if present or not.
- B) Inspect and report defects or deficiencies.

9) DECKS, PATIOS, AND BALCONIES (attached to the dwelling):

- A) Report if present or not.
- B) Inspect and report the observed condition of the structures and components.
- C) Describe and report defects and/or deficiencies.

10) If determinable, report if alterations or additions have been made to original house.

C) GARAGE / CARPORT

- 1) TYPE:
 - A) Report if present or not.
 - B) Describe style, size and location. (Example: two-car attached garage or carport, single car attached, two-car drive under, etc.)
- 2) DOORS AND OPENERS:
 - A) Report if present or not.
 - B) Operate doors and/or openers and report if functional.

LIMITATIONS:

- A) The Inspector is not required to:
 - 1) Operate door openers that have been disconnected from power source.
 - 2) Operate doors if animals are loose in a garage.

D) ELECTRICAL

- 1) OVER CURRENT PROTECTION:
 - A) Identify and report the type.
 - B) Inspect and report the visible condition.
 - C) Describe and report defects and/or deficiencies.
- 2) TYPE CONDUCTORS, MAIN AND BRANCH CIRCUITS:
 - A) Identify the type conductors present on the service cable and all visible circuit conductors (aluminum or copper).
 - B) Describe and report visible defects and/or deficiencies.
 - C) Report the location of the main service panel and sub-service panels.
- 3) INCOMING SERVICE:
 - A) Identify and report the location (overhead or underground).
 - B) Describe and report the condition.
- 4) GROUNDING CABLE:
 - A) Identify and report the presence, location, and observed condition of grounding conductors.
- 5) FIXTURES AND OUTLETS:
 - A) Test a representative number of accessible light switches, wall receptacles and light fixtures.
 - B) Describe and report defects and/or deficiencies.
 - C) Identify and report the presence of aluminum wiring in Branch circuit conductors.
- 6) GROUND FAULT CIRCUIT INTERRUPTER (GFCI):
 - A) Report if present or not.
 - B) Identify the locations of GFCI breakers.
 - C) Test and report if breakers that protect wall outlets are operational or inoperable. Describe how tested.
- 7) SMOKE DETECTORS:
 - A) Report if present or not.

LIMITATIONS:

- A) Inspector is not required to:
 - 1) Insert any tool, probe or testing device into the main or sub-panels.
 - 2) Activate electrical system or branch circuits that are not energized.
 - 3) Operate overload protection devices except GFCI breakers.
 - 4) Test GFCI breakers that are not connected to a wall outlet.
 - 5) Move objects to gain access to electrical outlets or panels.

- 6) Inspect equipment that is not readily accessible, nor dismantle equipment or component.
- 7) Test all switches, receptacles, or fixtures, not to remove switch or receptacle.
- 8) Operate a smoke detector by any means other than supplied by the manufacturer.

E) BASEMENT, CRAWL SPACE, SLAB

- 1) BASEMENT:
 - A) Report if present or not.
 - 2) CRAWL SPACE:
 - A) Report if present or not.
 - B) Report if not entered and/or how inspected.
 - C) Inspect and report entry access location, and adequacy of under-floor ventilation.
 - D) Describe and report any visible damage.
 - 3) SLAB:
 - A) Report if present or not.
 - B) Inspect and report visible conditions.
 - C) Describe and report visible defects and/or deficiencies.
 - 4) VISIBLE FRAMING:
 - A) Report if not visible.
 - B) Inspect and report the observed condition of the visible materials and structural components.
 - C) Describe and report defects and/or deficiencies.
 - 5) VISIBLE FOUNDATION WALLS:
 - A) Report the type materials.
 - B) Inspect and report observed condition of the visible materials.
 - C) Report if walls are not visible.
 - D) Describe and report defects and/or deficiencies.
 - 6) FLOORS:
 - A) Report the type materials (concrete, dirt, or wood).
 - B) Inspect and report the observed condition.
 - C) Describe and report defects and/or deficiencies.
 - 7) EVIDENCE OF WATER SEEPAGE:
 - A) Describe and report evidence of water seepage or penetration into or through a foundation, basement or crawl space.
 - B) Report any damage from water noted.
 - 8) SUMP AND PUMP:
 - A) Report if present.
- LIMITATIONS:
- A) The Inspector is not required to:
 - 1) Enter crawl space with headroom less than 18 inches or where adverse conditions exist.
 - 2) Move stored items or debris.
 - 3) Enter areas that may contain hazardous materials.
 - 4) Determine the extent of damage caused by insects or water.
 - 5) Operate sump pumps.

F) PLUMBING

- 1) VISIBLE WATER PIPING:
 - A) Identify and report the type.
 - B) Describe and report defects and/or deficiencies.

- 2) VISIBLE WASTE PIPING:
 - A) Identify and report the type.
 - B) Describe and report defects and/or deficiencies.
 - 3) WATER SUPPLY:
 - A) Identify and report the source.
 - B) If source is unknown, report as unknown.
 - C) Verify presence of back flow prevention device.
 - 4) WASTE DISPOSAL SYSTEM:
 - A) Identify and report the source.
 - B) If source is unknown, report as unknown.
 - C) Describe and report defects and/or deficiencies.
 - 5) MAIN WATER SHUT-OFF:
 - A) Report the location.
 - 6) WATER HEATER:
 - A) Identify and report the observed condition.
 - B) Determine if pressure relief valve is present.
 - 7) FAUCETS:
 - A) Report functional flow.
 - 8) DRAINS:
 - A) Report functional drainage.
 - 9) WATER PRESSURE:
 - A) Report adequacy.
 - 10) SHOWERS AND ALL FIXTURES:
 - A) Operate all fixtures.
 - B) Inspect and report the observed condition.
 - C) Describe and report defects and/or deficiencies.
 - 11) WASHER AND DRYER CONNECTIONS:
 - A) Inspect and report location.
 - 12) OTHER EQUIPMENT:
 - A) Inspect and report the observed condition of waste ejection systems when possible.
 - B) Inspect and report the presence and condition of laundry tubs and wet bars.
 - C) Describe or identify other equipment and report if tested or not tested.
- LIMITATIONS:
- A) The Inspector is not required to:
 - 1) Operate systems that have been "shut down" or winterized.
 - 2) Operate pressure relief valves where the Inspector feels operation may result in leaking.

G) HEATING

- 1) TYPE ENERGY SOURCE:
 - A) Report type of fuel.
- 2) EQUIPMENT:
 - A) Report the type equipment.
 - B) Operate and report the observed condition of thermostat.
- 3) BTU/HR. RATING:

- A) Report the Btu/hr rating, if available.
- 4) LOCATION AND CONDITION:
 - A) Report the location of all heating equipment.
 - B) Operate, inspect, and report the observed condition.
 - C) Describe and report defects and/or deficiencies.
- 5) DISTRIBUTION:
 - A) Inspect and report the observed condition of the visible supply and return air ducts return openings.
- 6) VENTS:
 - A) Inspect and report the observed condition of a representative number of supply and return openings.
- 7) FILTERS:
 - A) Identify if present.
- 8) OTHER:
 - A) Inspect and report the presence and observed condition of fixed units used for supplementary heat.

LIMITATIONS:

- A) The Inspector is not required to:
 - 1) Operate equipment when the exterior temperature is 85 degrees Fahrenheit or above.
 - 2) Activate equipment that has been “shut down” or will not respond to thermostat controls.
 - 3) Disassemble equipment by any means other than panels provided by the manufacturer for inspections and/or service.
 - 4) Report on the efficiency of the system or distribution.

H) COOLING

- 1) TYPE ENERGY SOURCE:
 - A) Report the energy source.
- 2) EQUIPMENT BRAND:
 - 1) Report the type equipment by brand.
- 3) BTU/hr. RATING:
 - A) Report the Btu/hr rating, if available.
- 4) CONDITION AND OPERATION:
 - A) Operate the equipment (weather permitting) by normal control services and report the observed condition.

LIMITATIONS:

- A) The Inspector is not required to:
 - 1) Activate systems that have been “shut down” or otherwise deactivated.
 - 2) Operate cooling equipment when the ambient temperature has been less than 65 degrees Fahrenheit within the previous 24 hours.
 - 3) Report on the efficiency of the equipment.

I) ATTIC

- 1) ACCESS:
 - A) Report if not entered and why not entered.
- 2) INSULATION TYPE AND APPROXIMATE DEPTH:
 - A) Identify and report the type and approximate density of thickness of the insulation.
- 3) VENTILATOR FAN:
 - A) Identify if present and report observed condition.

- 4) WHOLE HOUSE FAN:
A) Identify if present and report observed condition.
- 5) FRAMING:
A) Identify and report defects and/or deficiencies.
- 6) LEAKS:
A) Identify and report evidence of leaking, both previous and existing.

LIMITATIONS:

- A) The Inspector is not required to:
 - 1) Enter attic spaces where the headroom is less than 3-feet.
 - 2) Enter attic spaces where hazardous conditions exist.
 - 3) Evaluate ventilation adequacy by any means other than visually.
 - 4) Evaluate the efficiency of insulation other than by accepted thickness.

J) GENERAL INTERIOR

- 1) WALLS:
A) Report the observed conditions.
- 2) CEILINGS:
A) Report the observed conditions.
- 3) FLOORS & FLOOR COVERINGS:
A) Report the observed conditions.
- 4) STAIRS:
A) Identify, if present.
B) Report the observed conditions.
- 5) DOORS:
A) Operate all accessible doors.
B) Report the observed conditions.
- 6) WINDOWS:
A) Operate a representative number of windows and at least one window in each designated sleeping area.
B) Report the observed conditions.
- 7) FIREPLACES:
A) Identify, if present, and report the observed condition.

LIMITATION:

- A) The Inspector is not required to:
 - 1) Move furniture or owner's possessions.
 - 2) Light a fire in the fireplace.

K.) KITCHENS AND APPLIANCES

- A) Identify fuel source.
- B) Observe and report all built in appliances.
- 1) CABINETS:
A) Report the observed condition.
- 2) STOVE OR RANGE:

- A) Identify fuel source.
 - B) Operate and report defects and/or deficiencies.
- 3) OVEN:
- A) Identify fuel source.
 - B) Operate and report defects and/or deficiencies.
- 4) TRASH DISPOSAL:
- A) Identify if present.
 - B) Operate and report defects and/or deficiencies.
- 5) FAN/VENT HOOD:
- A) Identify if present.
 - B) Operate and report defects and/or deficiencies.
- 6) DISHWASHER:
- A) Identify if present.
 - B) Operate and report defects and/or deficiencies.

LIMITATIONS:

- A) The Inspector is not required to:
 - 1) Calibrate temperatures or determine if the oven heated temperature corresponds to the control setting.
 - 2) Determine the efficiency of any equipment.
 - 3) Determine the remaining life of any equipment.

L) GENERAL CONDITIONS OF RESIDENCE

- A) Report general condition of the residence and the maintenance.

M) ADVERTISEMENTS

- 1) For the purpose of this section advertisements include, but are not limited to, inspection reports, business cards, invoices, signs, purchased telephone directory displays and advertising by newspapers, radio, and television.
 - A) Advertisements by a person licensed as an Inspector shall contain the Inspector's name, the business name, address, and license number of the Inspector.
 - B) The Commission may reprimand, suspend or revoke the license of a person who is found to have engaged in false or misleading advertising or to have failed to comply with provisions of this section.
 - C) Any Inspector who moves is required to keep us informed of any change of address.

N) DEPARTURE PROVISION

- 1) An Inspector shall exclude from the inspection any part, component or system which the inspector is not competent or qualified to inspect.
- 2) Any exclusion shall be disclosed in the report.

GLOSSARY OF TERMS

For the purpose of the Residential Standards, certain abbreviations, terms, phrases, words and their derivatives shall be construed as defined in this Glossary of Terms. Words used in the present tense include the future.

Words, terms or phrases not defined below shall have the meanings stated in the Standard Building Code, Standard Mechanical Code, CABO One and Two Family Dwelling, Standard Plumbing Code, Standard Gas Code, Standard Gas Code and National Electrical Code. Words not defined below or in one of the Codes will have the meanings in Webster's Ninth New Collegiate Dictionary, as revised.

ACTIVATE: To turn on equipment by normal control means such as a thermostat or control switch.

ACCEPTABLE: Functioning as designed, installed, or intended.

ACCESSIBLE: Admitting close approach, but which first may require the removal of a panel, door or similar covering of the item described, without damaging the building structure or finish. See **READILY ACCESSIBLE**.

ACCESSORY BUILDING: A secondary building, the use of which is incidental to that of the main building.

ADEQUATE OR ADEQUACY: Equal to a requirement, sufficient.

AMBIENT TEMPERATURE: The temperature around equipment.

ATTIC: Accessible space between top of uppermost ceiling and the underside of roof. Inaccessible spaces are considered structural cavities.

BASEMENT: A space of full story height below the first floor wholly or partly below exterior grade.

CELLAR: That portion of a building, the ceiling of which is entirely below grade or less than 4 feet, 6 inches above grade.

CHASE: A groove or shaft in a wall provided for accommodation of pipes, ducts, or conduits.

CIRCUIT: The path of electricity away from, and back to, its source.

CODE: Refers to the local building codes.

CONCEALED: Rendered inaccessible.