

Roof and 4-Point Inspection Form Updates

February 09, 2018

Citizens updated the following forms to evaluate risks better and determine whether a property meets Citizens' eligibility guidelines:

- [4-Point Inspection Form](#) (Insp4pt 01 18)
- [Roof Inspection Form](#) (RCF-1 01 18), formerly *Roof Condition Certification Form*

The previous versions have been deleted from our website, and the updated forms are available at:

- The *Agents* website: Select **Personal** → **PR-M** → **General**
- The *Public* website: Select **Insurance** → **Get a Policy** → **Inspections**

Agents and licensed inspectors should begin using the updated forms immediately. After September 1, 2018, if the agent submits a previous version of the form(s), Underwriting may request additional information or create other underwriting actions.

4-Point Inspection Form

The changes on the *4-Point Inspection Form* are outlined below.

| Section of 4-Point Inspection Form | Description of Changes |
|---|--|
| <i>Minimum Photo Requirements</i> | Photos now are required for: <ul style="list-style-type: none">• Each side of the dwelling• Each slope of the roof• Plumbing: Water heater, under cabinet plumbing/drains, exposed valves. |
| Legal Disclaimer | Clarifies that the inspection is for underwriting use and does not guarantee systems condition |
| <i>Electrical System</i> | <ul style="list-style-type: none">• The panel sections now require more specific information and whether the amperage is sufficient. |

Section of 4-Point Inspection Form

Description of Changes

- The Hazards Present section has been expanded.

HVAC System

Expanded to include servicing/inspection date and a question regarding blockage or leaking

Photos now are required for:

Plumbing System

- The following questions have been added:
 - *Is there a temperature pressure relief valve on the water heater?*
 - *Water heater location*
- Inspectors must indicate the condition of the listed appliances.

Roof

The *Any visible signs of damage/deterioration?* section has been expanded.

Roof Inspection Form

The *Roof Condition Certification Form* (RCF-1 09 13) has been updated to mirror the roof condition requirements listed on the updated *4-Point Inspection Form*.

Resources

For more information, log in to the *Agents* site, and from the website's top menu, select **Search** → **Search Frequently Asked Questions** (FAQs). Enter *four-point inspection* or *roof condition* into the search field.

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