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
Minimum Photo Requirements
Photos now are required for:

- 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

Electrical System

- The panel sections now require more specific information and whether the amperage is sufficient.
- The Hazards Present section has been expanded.

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

Plumbing System
Photos now are required for:
• 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.

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**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*.

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**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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