

**MINIMUM INSPECTION PROCEDURAL GUIDELINES  
FOR BUILDING ELECTRICAL RECERTIFICATION**

**CASE REFERENCE NUMBER:** \_\_\_\_\_ **LICENSEE NAME:** \_\_\_\_\_  
**TITLE:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_  
**SIGNATURE:** \_\_\_\_\_

**\*Use separate sheets for additional responses by referencing the report number.**

<b>1. DESCRIPTION OF BUILDING</b>	
a. Name on Title:	
b. Building Street Address:	Bldg.#:
c. Legal Description:	Attached:
d. Owner's Name:	
e. Owner's Mailing Address:	
f. Folio Number of Property on which Building is Located:	
g. Building Code Occupancy Classification:	
h. Present Use:	
i. General Description of building (overall description, structural systems, special features):	
j. Number of Stories:	k. Is this a Threshold Building as per 553.71(12) F.S. (Yes/No):
l. Provide an aerial of the property identifying the building being certified on a separate sheet. Attached:	
m. Additional Comments:	

2. INSPECTIONS	
a. Date of Notice of Required Inspection:	
b. Date(s) of actual inspection:	
c. Name and qualifications of licensee submitting report:	
d. Are Any Electrical Repairs Required? (YES/NO):	
1. If required, describe, and indicate acceptance:	
e. Can the building continue to be occupied while recertification and repairs are ongoing? (YES/NO):	
1. Explanation/Conditions:	

3. ELECTRICAL SERVICE		PROVIDE PHOTO
a. Size:	Voltage                      Amperage                      Type: Fuses                      Breakers	
b. Phase:	Three-Phase                      Single Phase	
c. Condition:	Good                      Fair                      Needs Repair	
Comments:		

4. METERING EQUIPMENT		PROVIDE PHOTO
1. Clearances:	Good                      Fair                      Needs Correction	
Comments:		

5. ELECTRIC ROOMS				PROVIDE PHOTO
1. Clearances:	Good	Fair	Needs Correction	
Comments:				

6. GUTTERS				PROVIDE PHOTO
1. Location:	Good		Needs Repair	
2. Taps and Fill:	Good		Needs Repair	
Comments:				

7. ELECTRICAL PANELS				
1. Panel #	Location:			
	Good		Needs Repair	
2. Panel #	Location:			
	Good		Needs Repair	
3. Panel #	Location:			
	Good		Needs Repair	
4. Panel #	Location:			
	Good		Needs Repair	
5. Panel #	Location:			
	Good		Needs Repair	

Comments:

<b>8. BRANCH CIRCUITS</b>	<b>PROVIDE PHOTO</b>
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1. Identified:	Yes	Must be Identified
2. Conductors:	Good	Deteriorated                      Must be Replaced

Comments:

<b>9. GROUNDING OF SERVICE</b>	<b>PROVIDE PHOTO</b>
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Good	Needs Repair
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Comments:

<b>10. GROUNDING OF EQUIPMENT</b>	<b>PROVIDE PHOTO</b>
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Good	Needs Repair
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Comments:

**11.SERVICE CONDUIT/RACEWAYS****PROVIDE PHOTO**

Good

Needs Repair

Comments:

**12.GENERAL CONDUIT/RACEWAYS****PROVIDE PHOTO**

Good

Needs Repair

Comments:

**13.WIRE AND CABLES****PROVIDE PHOTO**

Good

Needs Repair

Comments:

**14.BUSWAYS****PROVIDE PHOTO**

Good

Needs Repair

Comments:

15.THERMOGRAPHY INSPECTION RESULTS	PROVIDE PHOTO
(ADD SHEETS AS REQUIRED)	
Comments:	

16.OTHER CONDUCTORS	PROVIDE PHOTO
Good	Needs Repair
Comments:	

17. TYPES OF WIRING METHODS	PROVIDE PHOTO		
1. Conduit Raceways Rigid:	Good	Needs Repair	N/A
2. Conduit PVC:	Good	Needs Repair	N/A
3. NM Cable:	Good	Needs Repair	N/A
4. Other:	Good	Needs Repair	N/A
a. Other Wiring (Specify):			
Comments:			

18.EMERGENCY LIGHTING	PROVIDE PHOTO	
Good	Needs Repair	N/A
Comments:		

19. BUILDING EGRESS ILLUMINATION			PROVIDE PHOTO
Good	Needs Repair	N/A	
Comments:			

20. FIRE ALARM SYSTEM			PROVIDE PHOTO
Good	Needs Repair	N/A	
Comments:			

21. SMOKE DETECTORS			PROVIDE PHOTO
Good	Needs Repair	N/A	
Comments:			

22. EXIT LIGHTS			PROVIDE PHOTO
Good	Needs Repair	N/A	
Comments:			

23.EMERGENCY GENERATOR			PROVIDE PHOTO
Good	Needs Repair	N/A	
Comments:			

24.WIRING IN OPEN OR UNDER COVER PARKING GARAGE AREAS			PROVIDE PHOTO
Good	Requires Additional Illumination	N/A	
Comments:			

25.OPEN OR UNDER COVER PARKING GARAGE AND EGRESS ILLUMINATION			PROVIDE PHOTO
Good	Requires Additional Illumination	N/A	
Comments:			

26.SWIMMING POOL WIRING			PROVIDE PHOTO
Good	Needs Repair	N/A	
Comments:			



27.WIRING TO MECHANICAL EQUIPMENT			PROVIDE PHOTO
Good	Needs Repair	N/A	
Comments:			

28.ADDITIONAL COMMENTS			PROVIDE PHOTO