

<b>A. Inspection Contract</b> .....	<b>6</b>
<b>B. Glossary</b> .....	<b>9</b>
<b>C. Description</b> .....	<b>13</b>
<b>D. Summary</b> .....	<b>17</b>
Summary and Chart of Deficiencies .....	18
<b>1.0 General Exterior</b> .....	<b>23</b>
1.0 to 1.6 .....	23
1.7 to 1.10 .....	27
<b>2.0 Structural System</b> .....	<b>31</b>
<b>3.0 Electrical System</b> .....	<b>35</b>
<b>4.0 Heating, Ventilation and Air Conditioning (HVAC) System</b> .....	<b>39</b>
<b>5.0 Plumbing System</b> .....	<b>43</b>
<b>6.0 Insulation</b> .....	<b>47</b>
<b>7.0 General Interior</b> .....	<b>51</b>
7.0 to 7.6 .....	51
7.7 to 7.11 .....	55
<b>Maintenance Guide</b> .....	<b>59</b>
1.0 General Exterior .....	62
2.0 Structural System .....	66
3.0 Electrical System .....	68
4.0 Heating, Ventilation and Air Conditioning (HVAC) System .....	70
5.0 Plumbing System .....	74
6.0 Insulation .....	76
7.0 General Interior .....	78
Replacement and Repair Cost Guide .....	83
<b>Records</b> .....	<b>85</b>
Utilities - Annual Cost .....	87
Septic/Well/Sewer Cleaning .....	88
Repairs and Maintenance .....	89
<b>General Information</b> .....	<b>91</b>
1.0 General Exterior .....	93
2.0 Structural System .....	97
3.0 Electrical System .....	99
4.0 Heating, Ventilation and Air Conditioning (HVAC) System .....	101
5.0 Plumbing System .....	103
6.0 Insulation .....	105
7.0 General Interior .....	107

### How to use this report

Your personalized inspection report is presented as simply as possible for quick reference. Each section is separated by a divider. The divider has information regarding procedure and deficiencies. The checklist page follows the tab and contains the specific information noted by your inspector up to Section 7. Sections 8.0, 9.0, 10.0 are standardized forms to be used as information and to record future data and maintenance regarding the building.

# A. Inspection Contract

Invoice Number:

Please print clearly

Inspection Address \_\_\_\_\_ hereinafter referred to as the "Property"

Special Instructions \_\_\_\_\_

Inspection Contract Between \_\_\_\_\_ hereinafter referred to as the "Client"

And \_\_\_\_\_ hereinafter referred to as the "Company"

## Client Information

Address: \_\_\_\_\_ Fee: \_\_\_\_\_ Mon Tues Wed Thurs Fri Sat Sun

City: \_\_\_\_\_ GST: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Postal/Zip Code: \_\_\_\_\_ Total: \_\_\_\_\_ Time: \_\_\_\_\_

This **VISUAL INSPECTION** is carried out at your request and on your behalf in accordance with the following conditions:

- \_\_\_\_\_  
INITIALS
1. **GENERAL** – This inspection, which is carried out at your request, is intended to provide the client with a better understanding of the property conditions as observed at the time of the inspection. The Company carries out a visual inspection only and will operate the various systems as detailed in this report. The goal of the inspection is to identify any major visual deficiencies visible at the time of the inspection requiring immediate major repair. This report must be read in its entirety to put the inspection, its terminology, and its limitations in the proper perspective. The Company's oral comments and written report will be based on his opinion of the property's condition at the time of the inspection. This report cannot be taken as a guaranty, warranty, policy of insurance, or fitness for obtaining insurance. The company cannot comment on manufacturers recalls or legal actions since it does not have the expertise or information concerning the specific appliance, fixture, or material.
- \_\_\_\_\_  
INITIALS
2. **SCOPE OF INSPECTION** – The inspection is conducted according to the standards of practice of the private inspection industry. These standards are provided in the procedure section of each section and these form an integral part of the report. This is not a building code or by-law compliance inspection. This inspection is not a confirmation of the adequacy of any installations of appliances, fixtures or materials.
- \_\_\_\_\_  
INITIALS
3. **LIMITATIONS** – The inspection is limited to those parts of the property and related equipment that are easily accessible and can be evaluated visually. The inspection does not include any reference to potentially hazardous substances, including but not limited to urea formaldehyde foam insulation (UFFI), radon, asbestos, PCB's, mould, mildew, and lead. The Company is not permitted to alter equipment of systems if doing so could result in property damage. Therefore, if equipment is not functioning the Company will be unable to evaluate its operating capability. Further details regarding limitations are noted in the report.
- \_\_\_\_\_  
INITIALS
4. **EXCLUSIVE USE** – The inspection report is for the exclusive private use of the client. Use of or reliance upon the information contained herein by other parties is strictly prohibited.
- \_\_\_\_\_  
INITIALS
5. **GENERAL EXCLUSIONS** – The Company is not required to comment on: life expectancy of any component or system; causes of the need for a major repair; the suitability of the property for specialized use; market value of the property or its marketability; any component or system which was not observed; the presence or absence of pests, such as wood damaging organisms, rodents or insects; cosmetic items; underground items or items not permanently installed. The Company is not required to: offer or perform any act or service contrary to law; offer any warranties or guarantees of any kind; calculate the strength, adequacy, or efficiency of any system or component; disturb insulation, move personal items, furniture, equipment, plant life, soil, snow, ice, or debris which obstructs access or visibility; determine the presence or absence of any suspected hazardous substances including but not limited to toxins, carcinogens, noise, contaminants in soil, water, air, and allergens. The Company is not required to comment on the indoor air quality of the property.
- \_\_\_\_\_  
INITIALS
6. **ACT OF NATURE** – The client agrees that the Company is not responsible for damage to the property or persons as a result of extreme weather, including but not limited to floods, high winds, heavy rain, snow, hail, ice, earthquakes, tremors. The client understands that construction practices do not design or prevent damage from extreme weather. The Company does not confirm if the property is in a floodplain, hazardous area, or contaminated site.

- \_\_\_\_\_  
INITIALS
7. **DISPUTE RESOLUTION** – It is agreed that any dispute with the Company must be brought to the attention of the Company in writing prior to alteration, repair or replacement of the item. The client shall allow reasonable notice and access to permit the Company or appointee to view the complaint issue. The client agrees to hold the Company harmless for any and all claims relating to conditions that are altered or repaired without said notice or inspection. The parties agree that no action may be sought to recover damages against the Company after (1) year from the date of inspection noted above. Both parties agree to resolve any dispute through a mediation process with a mediator approved by both parties.
- \_\_\_\_\_  
INITIALS
8. **TIME OF CONTRACT SIGNING** – This contract must be signed prior to commencement of the inspection. The client acknowledges that they have signed this contract prior to commencement of the inspection. The client may refuse to sign the contract and the Company will not proceed with the inspection. The client has the opportunity to use another firm and is not obligated to proceed with this inspection.
- \_\_\_\_\_  
INITIALS
9. **CONTRACT PARTIES** – This inspection is being carried out exclusively by the Company. The booking company or affiliated companies assume no responsibility whatsoever for the inspection.
- \_\_\_\_\_  
INITIALS
10. **ENGINEERING EVALUATION** – This inspection is not an engineering evaluation. Additional fees, expertise, and time are required to complete an engineering evaluation of the property.
- \_\_\_\_\_  
INITIALS
11. **MOULD EXCLUSION** – This inspection specifically excludes any and all responsibility or liability to any problem or issue relating to fungi (including but not limited to yeast, mould, mildew, rust, smut or mushroom). These exclusion problems include:
- \_\_\_\_\_  
INITIALS
- a) The actual, alleged or threatened inhalation of, ingestion of, contact with, exposure to, existence of, growth or presence of;
  - b) Any costs or expense incurred to prevent, respond to test for, monitor, abate, mitigate, remove, cleanup, contain, remediate, treat, detoxify, neutralize, assess or otherwise deal with or dispose of;
  - c) The actual or alleged failure to detect, report, test for monitor, cleanup, remove, contain, dispose of, treat, detoxify, neutralize, or in any way respond to, assess the effects of or advise of the existence of or the conditions for the potential growth of;
- any fungi or any spores, mycotoxins, odours, or any other substances, products or by-products produced by, released by, or arising out of the current or past presence of fungi.
- \_\_\_\_\_  
INITIALS
12. **LIMIT OF LIABILITY** – The client acknowledges that the Company’s liability is limited to a maximum amount equal to the inspection fee.
- \_\_\_\_\_  
INITIALS
13. **INSURANCE** – This report cannot be used to obtain property or other insurance. This report is not a guaranty or warranty regarding the fitness of the property for obtaining insurance. The client must discuss and resolve this directly with an insurance representative prior to purchasing the property.
- \_\_\_\_\_  
INITIALS
14. I/We (The client or representative), hereby agree to the contract, conditions and limitations as set out above and agree to read the entire report prior to using the information contained in the report.
- \_\_\_\_\_  
INITIALS
15. The parties agree that a signed facsimile of this contract is acceptable.

\_\_\_\_\_  
Clients Signature

\_\_\_\_\_  
Date and Time

\_\_\_\_\_  
for the “Company”

\_\_\_\_\_  
Date and Time

**Report Instructions**      On site to: / Mail to: / Fax to:      Fax #: \_\_\_\_\_

Customer / Agent / Lawyer / \_\_\_\_\_      Date sent: \_\_\_\_\_

**Receipt**      Amount Received \$ \_\_\_\_\_       Cheque    Cash    Credit Card

**Method of Payment**      Visa / Mastercard # \_\_\_\_\_


GST# \_\_\_\_\_

\_\_\_\_\_  
for the “Company”

\_\_\_\_\_  
Date

The GENERAL EXTERIOR system is divided into ten subsystems and includes those items which can directly affect the integrity, comfort and safety of the building and are included in the scope of the inspection as noted below. Please see the GLOSSARY section or the GENERAL INFORMATION section for an explanation of the subsystems inspected as per the attached form.

The inspection form attached is divided into four sections with three columns: a) DESCRIPTION, b) PROCEDURE, c) DEFICIENCIES, d) SUMMARY ITEM. The following is an explanation of each section and how it affects the scope of the inspection.

a) ↓	b) ↓	c) ↓	d) ↓
<b>DESCRIPTION</b>	 <b>PROCEDURE</b>	<b>X DEFICIENCIES</b>	<b>SUMMARY ITEM</b>

## a) Description

The description section is a general explanation of the TYPES and basic DETAILS of the system being inspected in accordance with the standards of practice and procedure noted below. This is only minimal information since many items are not visible or accessible for inspection. The details aid the inspector in describing key components to the client in attendance. The inspector IS NOT checking the installation of the component since that requires individual expertise for which he/she is not trained.

The TYPES of system elements are labeled alphabetically (i.e. (A), (B), (C) etc.) and the DETAILS is a list of those components that relate to that type. In some sections, the notation, N S E W, stands for north, south, east or west with the orientation based on the assumption made in the Description section.

## b) Procedure

**The inspector shall:** observe grading, drainage, driveways, patios, walkways, window wells and retaining walls with respect to their effect on the condition of the building unless covered with snow.



observe wall cladding, flashings, soffit, fascia, trim.

**The inspector is NOT required to:**



observe storm windows, storm doors, screening, shutters, awnings and similar seasonal accessories, fences, safety glazing, garage door remotes, geological conditions, soil conditions, recreational facilities, pools, outbuildings other than garages or carports.

probe any surface when probing may cause damage.

move, alter, or walk on any vegetation where damage may result.

## c) Deficiencies

The visual deficiencies noted by the inspector are generally described as follows:

**Damage, Loose** - change in the material or fixture as a result of weather, age, mechanical action, insects, rodents, settlement, water.

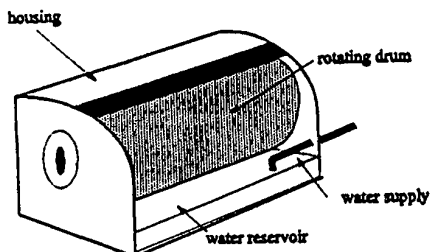
**Cracks** - split or fissure in material as a result of weather, temperature, damage. Many materials crack naturally as part of their aging process including concrete, drywall, wood, masonry. The inspector will not usually comment on typical cracks in materials such as parging, concrete floors, drywall, beams, etc.

**Rot** - change in material caused by decay. The decay requires a certain environment which is usually not visible and therefore damage from rot is typically only evident with probing. The inspector cannot probe all surfaces since this will damage them and therefore he can only probe suspect areas. Rot may also be hidden by paint or if the material is frozen.



There are three main types of evaporative humidifiers:

❖ **Rotating Drum Type** - In rotating drum humidifiers a drum wrapped with a water absorbent evaporator pad rotates, picking up water from a reservoir. As air passes through the pad it absorbs the moisture. This type of humidifier is installed on the return air plenum and connected to the supply air plenum with a flexible duct.



Rotating Drum Type

❖ **Pan Type** - Consists of a water reservoir, heating coils, and a fan with a motor. The heating coils, located in the pan, are warmed by low-pressure steam or forced hot water. Warm air is blown over the pan when the humidistat indicates that the air in the house is too dry. The fan shuts off when the relative humidity rises above the humidistat set point.

❖ **Stationary Pan Type** - Consists of a pan and an evaporative pad. Warm air from the supply duct is passed over the pad by a blower or fan when the control system indicates that the relative humidity in the conditioned space is too low. Minerals in the water can be a problem in evaporative humidifiers. Lime or other mineral deposits can build up on the water reservoir and on the evaporator pad.

### RELATIVE HUMIDITY

Expressed as a percentage, the term "relative humidity" refers to the quantity of water vapour in the air relative to the amount of water vapour it could hold at a given temperature. The relative humidity can range from zero to 100 percent. Above 100 percent (the dew point) the air mass can hold no more water vapour and condensation occurs in the form of dew, frost, rain, ice or snow.

Studies show the optimum range is between 30-55 percent. Inadequate humidity can cause static electricity and dry, scratchy throats. Excessive humidity can lead to mould growth, and excessive condensation on cool surfaces such as windows.

#### You know you need humidity when...

Your hair is dried out and charged with static electricity. Your nose is stuffy and dry, your throat sore, especially when you wake up in the morning. Your thermometer shows exactly the temperature you want, but you are not warm. Proper humidity keeps you warm at a lower temperature.

Outdoor Temperature	Indoor Relative Humidity
- 7°C	35%
-12°C	30%
-18°C	25%
-23°C	20%
-29°C	15%

**Humidifier** - A device used to add moisture to the air of a dwelling. The operation of a central humidifier can be controlled by a room or furnace mounted humidistat. Where systems are installed, homeowners should be cautioned that they must be well maintained, or they can become sources of mould and fungi. Humidifiers on central furnace have a tendency to leak over time, which could rust the furnace heat exchanger.

	YEAR															
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
☼ = Spring * = Fall	☼ *	☼ *	☼ *	☼ *	☼ *	☼ *	☼ *	☼ *	☼ *	☼ *	☼ *	☼ *	☼ *	☼ *	☼ *	☼ *
<b>4.2 Heating Plant</b>																
<input type="checkbox"/> Furnace	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<input type="checkbox"/> Boiler	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<input type="checkbox"/> Gas meter	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>Filter</b>																
<input type="checkbox"/> Dry air filter - washable, disposable	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<input type="checkbox"/> Viscous air filter	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<input type="checkbox"/> Ionizing electronic cleaner	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<input type="checkbox"/> Charged-media electronic cleaner	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>Humidifier</b>																
<input type="checkbox"/> Rotating - Clean humidifier drum - Change pad	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<input type="checkbox"/> Pan/wick type - Clean humidifier - Change pads	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>Air Conditioner and Heat Pump Units</b>																
<input type="checkbox"/> Air conditioner/heat pump	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<input type="checkbox"/> Breaker/fuse	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X