VERIFICATION IS A KEY COMPONENT TO FORTIFIED

FORTIFIED Homeowners have peace-of-mind when storms hit, in part, because they trust IBHS research has guided them to implement the most critical upgrades to protect their homes from severe weather. That confidence is multiplied by the independent third-party verification required to achieve a FORTIFIED designation at any level (Roof, Silver or Gold).

The documentation provided by certified FORTIFIED Evaluators enables IBHS to enforce the FORTIFIED standards. Requiring appropriate and adequate documentation ensures that adequately rated, FORTIFIED-compliant materials are used and installed in compliance with both the FORTIFIED standards and manufacturer requirements.

DOCUMENTATION IS MORE THAN TAKING PICTURES

While photos are an extremely important method of verifying FORTIFIED requirements at a homesite, they only represent a portion of the documentation required for a FORTIFIED designation. Depending on designation level, installation documentation may include the following:

- Photo documentation of product packaging
- Photo documentation of installation
- Certified testing reports and/or manufacturer installation instructions for certain products
- FORTIFIED Compliance Forms
- Additional documentation which may be required depending on individual specific site conditions and design elements

GUIDELINES FOR SUBMITTING DOCUMENTATION

Failure to submit adequate or acceptable documentation may result in the denial of a FORTIFIED designation. Therefore, it is critical that the evaluator and the contractor each have a clear understanding of who is responsible for collecting the necessary photos and documents. Once compiled and submitted by the evaluator, the IBHS audit team will review the documentation to determine if a FORTIFIED designation can be issued. To make the process work smoothly, please follow these rules:

- Submitted documentation must be unique to the site address receiving a designation
- Photos should be well lit and in focus
- Documents and photos must be legible and easily deciphered
- When necessary, label documentation to provide clarity
- Photos should clearly show what is intended to be documented
- All documents and photos should be oriented correctly, so they can be viewed/read without rotating

USE THE RIGHT CHECKLIST

The checklist in this document is ONLY to be used when submitting documentation for a FORTIFIED Roof - New Roof designation. It is applicable for new home construction or existing homes being re-roofed. (Note: For existing homes where the cover is not being installed or replaced, refer to the FORTIFIED Roof - Existing Roof checklist).

If you are submitting FORTIFIED Gold, FORTIFIED Silver or FORTIFIED Roof-Existing Roof documentation, use the full documentation checklist, which is available at fortifiedhome.org.
NEW ROOF CHECKLIST

Verify dwelling type is eligible
   • Documentation: 4 elevation photos, one from each side of dwelling.

Verify foundation qualifies
   • Documentation: For slab on grade and stem-wall foundations 1 photo min. For other types of foundations, 4 photos minimum showing foundation type and positive connections to structure.

Verify Roof Deck Thickness
   • Documentation: 1 photo of sheathing type and thickness. i.e. plywood/OSB grade stamp

If New Roof Deck: Verify Roof Deck Attachment
   • Documentation: 1 photo of fastener used or of carton label
   • Documentation: 4 photos showing max. nail spacing over 4 consecutive trusses/rafters along panel edges and in the field in 4 different locations on the roof. Stage photos to include tape measure showing nail spacing OR identify min. 9 nails in a 4’ span. Circle nails or make tic marks to identify nails in the photos.

If Existing Roof Deck: Inspection of Deck and Verify Attachment
   • Documentation: 1 photo of fastener used or of carton label
   • Documentation: 4 photos showing max. nail spacing over 4 consecutive trusses/rafters along panel edges and in the field in 4 different locations on the roof. Stage photos to include tape measure showing nail spacing OR identify min. 9 nails in a 4’ span. Circle nails or make tic marks to identify nails in the photos.

Verify Sealed Roof Deck
   • Documentation: 1 photo per elevation (Total of 4) of SRD. Take photos after seams are taped or the fully adhered membrane is installed and before underlayment or bond break is installed.
   • Documentation: 1 photo of underlayment label
   • Documentation: 1 photo showing underlayment installation with nails/nailing pattern.

Verify Drip Edge
   • Documentation: 1 photo showing installation of drip edge including overlaps and nailing pattern

Verify installation of flashing at roof cover interruptions and terminations.

If Steep Slope: Verify Roof Cover and Attachment
   • Documentation: 1 photo of shingle packaging showing shingle class/rating. For metal, tile or other, provide approved certified test report(s) and engineering documentation
   • Documentation: For shingle roofs, 1 photo of starter strip installation
   • Documentation: 4 finished elevation photos from each side of the home showing installed roof cover.

For Hail Supplement: Verify Roof Cover Impact Rating
If Low Slope: Verify Roof Cover and Attachment
   - Documentation: Provide approved certified test report(s) and engineering documentation
   - Documentation: 4 finished elevation photos from each side of the home showing installed roof cover.

For Hail Supplement: Verify Roof Cover Impact Rating

Hurricane Only: Verify Attic Vents and Covers
   - Documentation: 1 photo of package or delivery ticket or invoice w/address of project showing that roof mounted vents meet TAS 100 (A)
   - Documentation: 1 photo of each gable end vent w/temporary cover and installed permanent hardware

Verify Photovoltaic (PV) Systems, if present
   - Documentation: Letter of compliance from professional engineer as described in FORTIFIED Standard

For Hail Supplement: Verify PV System Impact Rating

For Hail Supplement: If Skylights present, Verify Impact Rating
   - Documentation: 1 photo showing impact rating of skylight if applicable

Verify Roof Installation Compliance
   - Documentation: Completed and Signed Roofing Compliance Form