



## Inspection Certification Guidelines

The following information must be provided on all certifications related to inspections for building permits.

1. Name, address, and phone number of the certifying engineer and/or company
2. Date of certification
3. Identification of the subject property and structure including: Full street address, Subdivision, section, lot, and building permit number with parcel ID number
4. Name and address of builder and/or property owner
5. Description of the type of inspection and the construction phase of the subject structure at the time of the certification. For stove and fireplace inserts a description of the stove/fireplace insert and fuel type must be provided
6. Description of who was on site for the certification process, and the location and description of the test sites including one or all of the following:
  - a. Footprint, floor plan, and section
  - b. For stove or fireplace inserts the following must be included: Stove/insert MFG cross-section framing schematic detail, building floor plan – including the stove location, and the building framing section – including the stove location
7. List the results of the inspection and all observations
8. Signature and Seal of a Maryland registered professional engineer
9. Certification should be provided on company letterhead
10. A certifying statement

**Example for General Certifications:** *“Based on visual observations, testing performed, and previous inspection experience, I hereby certify the structure footing, microlam, etc. of the above referenced permit complies with the 2021 International Building Code or the 2021 International Residential Code. It is also my professional opinion that the structure is capable of safely supporting the design load as required by the 2021 International Building Code or the 2021 International Residential Code.”*

**Example for Stove/Fireplace Insert Certifications:** *“Based on visual observations, testing performed, and previous inspection experiences: I hereby certify the: (Model name of stove/insert): combustion air assembly, flue, chimney, heat platform/hearth, (Interior) “conforming clearances to combustibles”; (Exterior) .... Conforming placement and distance of the “terminal cap”: (above finished grade, flood stage, average snow height, near openings, near decks or building off-sets); required life-safety devices, (additional scope of work) of the above referenced property stands in compliance with: the approved plans, and, complies with the 2021 International Building Code (and/or) 2021 International Fuel-Gas Code (if applicable); AND (Model name, year, and MFG specifications); and, Approved EPA and/or U.L. references; GAS Units: ANSI standard Z 21.88 or Z 21.50; WOOD Units: UL 737 PELLET Units: UL 391.*

*It is also (my) our professional opinion that the structure is capable of safely supporting the loads imposed as required by the 2021 International Building Code.”*