Inspection Procedure Policy
Effective April 5, 2013

Attention to all parties involved regarding the NWFA Certified wood floor inspection our company has been commissioned to perform. The purpose of this inspection is to collect data and obtain the necessary information to compile a written report of findings.

- Inspections typically take 2-3 hours. It is not necessary for all parties to be present at the time of inspection; however they are welcome to observe.

- Inspector requests there is no discussion regarding findings or conclusions at the time of inspection. If questions are to be asked they will be asked only by inspector. If anyone has difficulty in refraining from discussion, that party (regardless of their position) will be asked to remove themselves from the inspection site. Inspector will take into account information submitted by all involved parties.

- Turn around time from day of inspection to the time of receiving the written report is typically 3-5 weeks. In some cases this may take longer due to the inability of obtaining information necessary to compile the report.

NWFC also requests that the commissioning party forwards this inspection procedure policy to all involved parties who will be attending the inspection.

Thank you for your full cooperation.

Sincerely,

Roy Reichow
NWFA Certified Inspector
License # CP 1250204