



*This form is accepted for residential re-roof projects only and must be executed in the presence of a notary public. It is not valid for commercial or new construction projects. The qualifying agent shall be the designated qualifying representative listed on the Home Builder license; or, if the property owner is acting as their own contractor, the property owner shall sign as the qualifying agent.*

\*Submit the completed affidavit through the Permit Portal by selecting Request an Inspection on the permit and inspection type: Re-Roof Inspection Affidavit. \*

**PROJECT INFORMATION**

Roofing Permit #: \_\_\_\_\_

Property Address: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

**QUALIFYING AGENT**

I, the undersigned qualifying agent, certify that the roof covering has been completed in accordance with the manufacturer's installation instructions, the adopted *International Residential Code (IRC)* and *Coastal Construction Code Supplement*, and all applicable local codes and amendments.

I understand and acknowledge that the City of Orange Beach Building Division is accepting and relying on this affidavit in lieu of a physical inspection.

\_\_\_\_\_  
Signature of Qualifying Agent *(sign only in presence of notary)*

\_\_\_\_\_  
Home Builder License #

\_\_\_\_\_  
Printed Name of Qualifying Agent

\_\_\_\_\_  
Date

**NOTARY PUBLIC**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me, the undersigned notary public, personally appeared \_\_\_\_\_, known to me *(or proved to me on the basis of satisfactory evidence)* to be the person whose name is signed above, and acknowledged that he/she executed this affidavit voluntarily and for the purposes stated herein.

\_\_\_\_\_  
Notary Public Signature

\_\_\_\_\_  
Notary Name *(type or print)*

\_\_\_\_\_  
My Commission Expires