

## RESIDENTIAL EARTHQUAKE INSURANCE PROGRAM

### Earthquake Insurance Retrofitting Information Form

This form may be used to document earthquake retrofitting and must be completed by a **Licensed Building Contractor, Engineer, or Retrofitting Inspection Service.**

1. Name Insured	2. Insured's Phone Number
3. Property Address	
4. Broker Name and Contact	
<b>FOUNDATION BOLTING*</b>	
5. Dwelling bolted or anchored securely to the foundation? <input type="checkbox"/> No <input type="checkbox"/> Yes	
6. Distance between bolts or anchors: _____ Date work completed: _____	
5. Work done to entire dwelling? <input type="checkbox"/> No <input type="checkbox"/> Yes      8. If no, what area of the dwelling? _____	
<b>CRIPPLE WALLS*</b>	
9. Does the dwelling have cripple walls? <input type="checkbox"/> No <input type="checkbox"/> Yes      10.a. If yes, are they braced with plywood? <input type="checkbox"/> No <input type="checkbox"/> Yes	
10.b. Has 100% of the perimeter been braced: <input type="checkbox"/> No <input type="checkbox"/> Yes      If no, please explain: _____	
<b>WATER HEATER *</b>	
11. Type <input type="checkbox"/> Gas <input type="checkbox"/> Electric      12. Strapped to prevent movement? <input type="checkbox"/> No <input type="checkbox"/> Yes	
<b>Retrofitting Inspection Service / ENGINEER / CONTRACTOR*</b>	
13. Name	
14. Professional title or designation	15. Contractor/business license number*
16. Bonded with state <input type="checkbox"/> No <input type="checkbox"/> Yes	
17. Business or organization name	18. Business telephone
19. Address	
20. Signature of Inspector / Engineer / Contractor	21. Date

- **For terminology definitions – See next page.**

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<b>1.</b>	<b><u>Licensed contractor, engineer or Retrofitting Inspection Service.</u></b> The inspector that fills out this form must be licensed to perform <u>structural</u> inspections. Examples of qualified individuals include a licensed building contractor, a qualified structural engineer, or a <u>retrofitting</u> inspection service.
<b>2.</b>	<b><u>Foundation bolting.</u></b> Steel anchor bolts must connect the sill plate (the wood board that lays directly on top of the foundation) to the foundation. Bolts should be placed 4 to 6 feet apart. <b><u>How to identify if the dwelling is bolted to the foundation:</u></b> In houses with crawl space, the presence of bolts can be verified by crawling underneath the house. In a slab on grade construction, an unfinished room such as a garage is the best place to verify the presence of bolts.
<b>3.</b>	<b><u>Cripple Walls:</u></b> Cripple walls are used to support a house and create a crawl space. A cripple wall is a wood framed stud wall extending from the top of the foundation to the underside of the lowest floor framing of the dwelling. The height of a cripple wall generally ranges from 14 inches to 4 feet. The interior or exterior faces of cripple walls should be sheathed with plywood. <b><u>How to identify if the cripple walls have been braced:</u></b> In houses with a crawl space, the presence of cripple wall bracing can be verified by crawling underneath the house where plywood sheathing will be visible on either the interior or exterior wall studs.
<b>4.</b>	<b><u>Water Heater:</u></b> A gas water heater should have a flexible gas pipeline installed to prevent breakage should movement occur. The water heater should be attached to the wall studs in several spots with metal rods or straps to prevent movement. The rods should be bolted directly to the wall studs and adequately attached to the water heater itself.
<b>5.</b>	<b><u>Business License Number:</u></b> This information must be provided. Any contractor or <u>inspector</u> licensed to work in the State of California will know their license number. Work completed or inspections performed by unlicensed contractors will be considered unacceptable by Arrowhead.