

**Creation of Private Provider Certificate of
Compliance and Inspection Forms**

Final Report

Submitted to:

Florida Department of Business and Professional
Regulation
Florida Building Commission

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1 Introduction

The objective of this project was to develop standardized forms for the use of Private Providers pursuant to section 553.791, Florida Statute. Three forms were developed: *Private Provider Inspection Report Form*, *Private Provider Certificate of Compliance Form*, and the *Notice to Building Official of Intent to Use Private Provider*. The first two forms were developed with input from an Advisory Group (AG) with balanced representation from building departments, private providers, and relevant industry associations.

This report provides an account of the tasks completed and results achieved in meeting the objectives of this project.

2 Advisory Group

An 11-member Advisory Group was recruited and approved by the Florida Building Commission (FBC):

Table 1. Advisory Group membership and affiliations.

Name	Organization	Title	Sector
Tony Apfelbeck	Altamonte Springs	Director of Building & Fire Safety	Jurisdiction
Ana Barbosa	Broward BORA	Administrative Director	Jurisdiction
John Barley	The Barley Consulting Group, LLP	Managing Partner	Private Provider
J.F. (John) Desnoyers	TICE - Threshold Inspection Consulting Engineers, LLC	Principal Engineer/Managing Member	Private Provider
John Freeland	City of Gainesville Building Dept.	Building Official	Jurisdiction
Jaime Gascon	Miami Dade Board of Rules and Appeals	Board and Code Administration Division	Jurisdiction
Shane Gerwig	Southeast Code Consultants	Consultant	Private Provider
Ron Leiseca	Building Officials Assoc. of FL	BOAF Legislative Committee Chair	PP/Jurisdiction
Debra Mazakas	City of Coral Springs Building Dept.	Permit Services Supervisor	Jurisdiction
Tara Randolph	Arcxis	Client Services Project Manager	Private Provider
Jack Rauch	Private Provider Assoc. of Florida	Chairman	Private Provider

Three, two-hour virtual meetings were held with the AG (July 8, August 12, and August 21, 2026). Both forms under development were discussed in Meeting 1, Meeting 2 was the second round of discussion on the *Inspection Report Form*, and Meeting 3 was the second round of discussion on the *Certificate of Compliance Form*. Meeting agendas and notes are included in Appendix C of this report.

3 Data Collection

In May 2026, FBC staff posted initial drafts of the *Private Provider Inspection Form* and *Certificate of Compliance Form* for public comment. The comments were provided to the research team at the initiation of this project and are appended to the end of this report in Appendix D. The input included general comments relevant to both forms, comments specific to each form, and proposed forms either currently in use in jurisdictions or developed to comply with 553.791, Florida Statutes. Three jurisdictions provided their forms (Miami-Dade, City of Coral Springs, and the City of Miami) and six proposed forms were provided by other interested parties.

All comments were reviewed by the research team to determine which form components were generally acceptable and which would require additional deliberation. The potential components of each form were extracted to create evaluation tables for guiding AG discussion and consensus building. The initial drafts of the evaluation tables were distributed to the AG on June 30, 2026, for review prior to the first meeting on July 8, 2026. The evaluation tables evolved between the meetings as new discussion items were modified, added, or removed based on the meeting outcomes.

Consensus on each form component was assessed through AG discussion and voting. Votes were tallied and a simple majority determined how a form item was addressed. The final evaluation tables in Appendix B provide the note the outcomes of the votes on each form item.

4 Form Development

Based on a review of Florida Statute 553.791, public comment, and forms currently in use in Florida jurisdictions, the UF team created drafts of the standardized forms to provide a starting point for the AG discussion. The draft forms were updated after each AG meeting to reflect the consensus developed during the meeting. At the conclusion of the third meeting, the final drafts of each form were created and submitted to FBC for review by the Code Administration Technical Advisory Committee.

In the development of the forms, the AG had general consensus that they should be as simple as possible while adhering to statutory requirements and meeting the needs of communication between the Private Provider and the Building Department.

The final drafts of the forms are provided in Appendix A. The following subsections provide an overview of the resulting forms and some discussion on how they were developed.

4.1 Inspection Report Form

Project Information: There was consensus to include the following as fields in the project information section of the form

- Jurisdiction
- Inspection Date
- Permit Number
- Sub-permit number(s) (if applicable)
- Site Address
- Private Provider Firm Name
- Private Provider Firm Phone Number

Other items were considered, including additional information about the project (name, owner, contractor, flood hazard area indication) and the private provider firm (address and phone number), however, these items were not deemed necessary for the purposes of the form.

Inspection Information: One of the challenges of creating a state-wide, standardized form is ensuring compliance with Section 533.791(14), Florida Statutes: “Inspection records must reflect those inspections required by the applicable codes of each phase of construction for which permitting by a local enforcement agency is required.” A critical function of the form is to communicate clearly which inspection has been completed so that the jurisdiction can reference it against the inspections required on the permit and process it accordingly. With so much variation in how local jurisdictions identify their required inspections, it was clear that a comprehensive list of identifying inspection codes could not be included with or required by the form. A compromise that is in alignment with forms already used in several jurisdictions was to provide check boxes for the broad Inspection Type and then utilize an “Inspection Description” field where more detail is provided on the scope of the inspection. The pre-populated list of Inspection Types mirrors the inspections required by FBC 110.3, with the exception of a specific field for Roofing. An “Other” type was added to capture anything not otherwise listed. The final Inspection Types listed are:

- Building
- Electrical
- Mechanical
- Plumbing
- Roofing
- Other

Inspection Results: The results of the inspection are provided by check boxes for one of four outcomes:

- Approved
- Partially Approved
- Failed
- Cancelled

The inspector can then provide comments as needed in a text field to support the reported result.

Signature, Attestation, and Notes: The Name and Signature required on the form may represent the Private Provider (a person, not a firm) or Inspector and must include their license number and date signed. The attestation prior to the signature reads:

I hereby certify, in accordance with section 553.791, Florida Statutes, that the inspections listed above have been performed on the permit and site identified above, and that the results stated above accurately reflect the conditions observed in the field as of the inspection date.

For clarity, a note was adopted at the end of the form to indicate that “Applicable Codes” refers to the Florida Building Code, including any local amendments, but does not include fire prevention or fire safety codes.

Accommodating Multiple Inspection: There was general consensus within the AG that multiple inspections can be clearly communicated on a single form as long as they fall under a single Inspection Type. As a result, two versions of the inspection report form have been presented to FBC: One that only reports a single inspection and one that accommodates multiple inspections under the same Inspection Type.

4.2 Certificate of Compliance Form

Project Information: There was consensus to include the following as fields in the project information section of the form:

- Jurisdiction
- Certification Date
- Permit Number
- Sub-permit number(s) (if applicable)
- Site Address
- Private Provider Firm Name
- Private Provider Firm Address
- Private Provider Email
- Private Provider Firm Phone Number

Attestation: The attestation language agreed upon by the AG:

In accordance with section 553.791, Florida Statutes, pertaining to Private Provider Services, we are providing the Building Official with the final disposition of the building inspections conducted under our authority. To the best of my knowledge and belief, the building components and site improvements outlined herein and inspected under my authority have been completed in conformance with the approved plans, including revisions, and the applicable codes per FBC Section 110, as issued by the governing authority having jurisdiction for this project.

A summary of completed and approved inspections or the completed and approved inspection reports are attached to support this Certificate of Compliance.

Inspection Summary: Section 553.791 (15), Florida Statutes, requires a summary of inspections performed as part of the *Certificate of Compliance*. The AG determined that this requirement could be met in one of two ways: 1) the attachment of all inspection reports to the form or 2) a table that provides a log of all of the inspections. It was noted that the size of the project and the electronic system in use by the jurisdiction may determine which option is selected by the Private Provider. Regardless of how the summary is provided, it was determined that the inclusion of the permit number on each attached page is necessary to ensure accurate record keeping.

The form requires the Private Provider to indicate (with checks) which of the Inspection Types are included in the log; these types are the same listed on the Inspection Report Form. The log template provided with the form is a table with the following column headings:

- Inspection Date
- Inspection Type
- Inspection Description
- Inspector or Private Provider Name
- Result
- Comments (Optional)

Signature: In accordance with section 553.791, Florida Statutes, the certificate of compliance may be signed by any qualified licensed individual employed full time by the Private Provider under whose authority the inspections were completed.

The signature block includes the Private Provide Name, License Number/Seal, Signature, and Date.

The AG was not able to determine whether the form being notarized is a legal necessity and thus has deferred this issue to be considered by FBC legal counsel. As a result, there are two *Certificate of Compliance* forms submitted to FBC for review, both with and without the notary block.

4.3 Notice to Building Official of Use of Private Provider

The *Notice to Building Official of Use of Private Provider* form was updated to align with changes to section 553.791, Florida Statutes, resulting from the passage of Florida House Bill 803. The changes resulted in the removal of two components of the form:

- I understand the Building Official retains authority to review plans, make required inspections, and enforce the applicable codes within his or her charge pursuant to the standards established by s. 553.791, Florida Statutes.
- The following attachments are provided, as required:
 1. Qualification statements and/or resumes of the private provider and all duly authorized representatives.
 2. A certificate of insurance as required by section 553.791(18), Florida Statutes.

5 Conclusions

The objectives of this project were achieved in the development of recommended, standardized *Inspection Report* and *Certificate of Compliance Forms* for Private Providers. These forms were created with input from the public and a consensus process involving an Advisory Group representing key stakeholders. In addition, the NOTB form was updated to adhere to Florida House Bill 803.

Appendix A: Drafts of Proposed Standardized Private Provider Forms

1. Inspection Report Form – Single Inspection
2. Inspection Report Form – Multiple Inspections of Same Type
3. Certificate of Compliance Form – No Notary
4. Certificate of Compliance Form – Notary

Standardized Private Provider Inspection Report (Single Inspection)

Jurisdiction:	
Permit No.:	Inspection Date:
Sub-permit No(s). <i>(if applicable):</i>	
Site Address:	
Private Provider Firm:	
Private Provider Firm Phone Number:	

Inspection Type:

Building _____ Electrical _____ Mechanical _____ Plumbing _____ Roofing _____ Other _____

Inspection Description:

Inspection Result: Approved _____ Partially Approved _____ Failed _____ Cancelled _____

Inspector Comments:

I hereby certify, in accordance with section 553.791, Florida Statutes, that the inspection listed above has been performed on the permit and site identified above, and that the results stated above accurately reflect the conditions observed in the field as of the inspection date.

Inspector or Private

Provider Name _____ **License Number** _____

Inspector or Private

Provider Signature _____ **Date Signed** _____

Note: In accordance with section 553.791, Florida Statutes, the inspection form must bear the written or electronic signature of the of the Private Provider or the Private Provider's duly authorized representative.

"Applicable Codes" means the Florida Building Code and any local technical amendments to the Florida Building Code but does not include the applicable minimum fire prevention and fire safety codes adopted pursuant to chapter 633.

Standardized Private Provider Inspection Report (Multiple Inspections)

Jurisdiction:	
Permit No.:	Inspection Date:
Sub-permit No(s). <i>(if applicable):</i>	
Site Address:	
Private Provider Firm:	
Private Provider Firm Phone Number:	

Inspection Type:

Building ____ Electrical ____ Mechanical ____ Plumbing ____ Roofing ____ Other ____

Note: Multiple inspections under the identified type may be reported on this form.

Inspection Description	Approved	Partially Approved	Failed	Cancelled

Inspector Comments:

I hereby certify, in accordance with section 553.791, Florida Statutes, that the inspections listed above have been performed on the permit and site identified above, and that the results stated above accurately reflect the conditions observed in the field as of the inspection date.

Inspector or Private

Provider Name _____ **License Number** _____

Inspector or Private

Provider Signature _____ **Date Signed** _____

Notes: In accordance with section 553.791, Florida Statutes, the inspection form must bear the written or electronic signature of the of the Private Provider or the Private Provider's duly authorized representative.

"Applicable Codes" means the Florida Building Code and any local technical amendments to the Florida Building Code but does not include the applicable minimum fire prevention and fire safety codes adopted pursuant to chapter 633.

Standardized Private Provider Certificate of Compliance

Jurisdiction:	
Permit No.:	Certification Date:
Sub-permit No(s). <i>(if applicable)</i>	
Site Address:	
Private Provider Firm:	
Private Provider Firm Address:	
Private Provider Firm Email:	
Private Provider Firm Phone Number:	

In accordance with section 553.791, Florida Statutes, pertaining to Private Provider Services, we are providing the Building Official with the final disposition of the building inspections conducted under our authority. To the best of my knowledge and belief, the building components and site improvements outlined herein and inspected under my authority have been completed in conformance with the approved plans, including revisions, and the applicable codes per FBC Section 110, as issued by the governing authority having jurisdiction for this project.

A summary of completed and approved inspections or the completed and approved inspection reports are attached to support this Certificate of Compliance.

Note: If a summary is attached, include the information outlined in the template provided with this form and list the permit number at the top of each page of the inspection summary.

Inspection Types summarized in the attachment(s):

Building _____ Electrical _____ Mechanical _____ Plumbing _____ Roofing _____ Other _____

Private Provider Name _____ **License Number/Seal** _____

Signature _____ **Date Signed** _____

Note: In accordance with section 553.791, Florida Statutes, the certificate of compliance may be signed by any qualified licensed individual employed full time by the Private Provider under whose authority the inspections were completed.

Private Provider Certificate of Compliance Inspection Summary Template

Inspection Date	Inspection Type	Inspection Description	Inspector or Private Provider Name	Result	Comments <i>(Optional)</i>

Standardized Private Provider Certificate of Compliance

Jurisdiction:	
Permit No.:	Certification Date:
Sub-permit No(s). <i>(if applicable)</i>	
Site Address:	
Private Provider Firm:	
Private Provider Firm Address:	
Private Provider Firm Email:	
Private Provider Firm Phone Number:	

In accordance with section 553.791, Florida Statutes, pertaining to Private Provider Services, we are providing the Building Official with the final disposition of the building inspections conducted under our authority. To the best of my knowledge and belief, the building components and site improvements outlined herein and inspected under my authority have been completed in conformance with the approved plans, including revisions, and the applicable codes per FBC Section 110, as issued by the governing authority having jurisdiction for this project.

A summary of completed and approved inspections or the completed and approved inspection reports are attached to support this Certificate of Compliance.

Note: If a summary is attached, include the information outlined in the template provided with this form and list the permit number at the top of each page of the inspection summary.

Inspection Types summarized in the attachment(s):

Building _____ Electrical _____ Mechanical _____ Plumbing _____ Roofing _____ Other _____

Private Provider Name _____ **License Number/Seal** _____

Signature _____ **Date Signed** _____

Note: In accordance with section 553.791, Florida Statutes, the certificate of compliance may be signed by any qualified licensed individual employed full time by the Private Provider under whose authority the inspections were completed.

Notary required only for non-digitally signed forms:

State of Florida, City / County of _____

Sworn to (or affirmed) and subscribed before me by means of ____ physical presence or

____ online notarization, this ____ day of _____ 20____ by _____,

____ personally known or by I.D. (type) _____.

Signature of Notary Public – State of Florida

Print, Type, or Stamp Commissioned Name of Notary Public

Private Provider Certificate of Compliance Inspection Summary Template

Inspection Date	Inspection Type	Inspection Description	Inspector or Private Provider Name	Result	Comments <i>(Optional)</i>

Appendix B: Form Evaluation Tables

1. Inspection Report Form Evaluation Tables
2. Certificate of Compliance Form Evaluation Tables

Private Provider Inspection Form Component Evaluation Tables

Project Information			
	Require	Optional	Omit
Jurisdiction	x		
Site Address	x		
Project Name			x
Owner			x
Contractor			x
Permit Number	x		
Sub-permit Number(s)	x		
Indicate if in Flood Hazard Area			x

Private Provider Information			
	Require	Optional	Omit
Private Provider (Firm)	x		
Logo/branding			x
Phone Number (Firm)	x		
Email Address			x
Firm Address			x

Inspection Information			
	Require	Optional	Omit
Report Number			x
Inspection Date	x		
Time			x
Inspection Type List (see table below) (check box list)	x		
Virtual or In-person			x
Local Inspection Code Fill in (if on permit card)			x
Inspection Description Fill in	x		
Include reference to 110.3			x
Allow multiple inspections on single form	x		

533.791(14): Inspection records must reflect those inspections required by the applicable codes of each phase of construction for which permitting by a local enforcement agency is required. Does not include fire.

Inspection Type to be Listed		
	Include	Omit
Building	X	
Structural		X
Roofing	X	
Electrical	X	
Mechanical	X	
Plumbing	X	
Fuel Gas	X	
Solar PV		X
Other	X	

Inspection Results*		
	Include	Omit
Result fill in only		X
Result check box	X	
Approve	X	
Pass		X
Partial Approve	X	
Partial Pass		X
Failed	X	
Canceled	X	
Not Required		X
Other		X
Comments	X	
Comments (with no requirement note)	X	
Requirements for Comments (with requirement note)		X
Actions Required (see below for potential list)		X

553.791(14): The private provider, upon completion of the required inspection, shall post each completed inspection record, indicating pass or fail...

Signature and Attestation			
	Require	Optional	Omit
Inspector or Private Provider Name	x		
License Number	x		
Inspector or Private Provider Signature	x		
Date signed	x		
Note whether Private Provider or Duly Authorized Individual			x
Attestation (see below for options)			

Required by 553.791(14): The form must bear the written or electronic signature of the private provider or the private provider's duly authorized representative.

Attestation		
	Use	Do not use
I hereby certify that the above-referenced inspection has been completed and is in conformance with the approved plans and the applicable codes.		x
I hereby certify, in accordance with section 553.791, Florida Statutes, that the inspection listed above has been performed under my authority on the permit and site identified above, and that the results stated above accurately reflect the conditions observed in the field as of the inspection date.		x
I hereby certify, in accordance with section 553.791, Florida Statutes, that the inspection listed above has been performed by me or my duly authorized representative on the permit and site identified above, and that the results stated above accurately reflect the conditions observed in the field as of the inspection date.		x
I hereby certify, in accordance with section 553.791, Florida Statutes, that the inspection listed above has been performed on the permit and site identified above, and that the results stated above accurately reflect the conditions observed in the field as of the inspection date.	x	

Notes and Footer		
	Include	Omit
Note: In accordance with section 553.791, Florida Statutes, the inspection form must bear the written or electronic signature of the of the private provider or the private provider's duly authorized representative	x	
Note: "Applicable Codes" means the Florida Building Code and any local technical amendments to the Florida Building Code but does not include the applicable minimum fire prevention and fire safety codes adopted pursuant to chapter 633	x	
Footer: Adopted by the Florida Building Commission, Date	x	

Private Provider Certificate of Compliance Form Evaluation Tables

Project Information			
	Require	Optional	Omit
Jurisdiction	X		
Site Address	X		
Project Name			X
Owner			X
Contractor			X
Permit Number	X		
Sub-permit number list	X		

Private Provider Information			
	Require	Optional	Omit
Private Provider Firm	X		
Logo/branding			X
Phone Number (Firm)	X		
Email Address	X		
Firm Address	X		
Private Provider Name	X		
Private Provider License Number	X		

Inspection Summary				
	Yes	Optional	No	Notes
Refer to inspections in-line with form			X	
Pre-populated list of inspection types that are in the log	X			
Attach inspection reports to serve as log		X		This is an alternative to providing a log according to template
Fill in Inspection Types (see list from inspection form)	X			
Include Template for Log (see template components below)	X			
Permit Number on top of each log/summary page	X			

553.791 (15): Upon completion of all required inspections, the private provider firm shall prepare a certificate of compliance, on a form provided by the commission, summarizing the inspections performed and including a written representation, under oath, that the stated inspections have been performed and that, to the best of the private provider's knowledge and belief, the building construction inspected complies with the approved plans and applicable codes. The certificate of compliance may be signed by any qualified licensed individual employed full time by the private

provider firm under whose authority the inspection was completed. The statement required of the private provider shall be substantially in the following form and shall be signed and sealed by a private provider as established in subsection (1) or may be electronically transmitted to the local building official:

To the best of my knowledge and belief, the building components and site improvements outlined herein and inspected under my authority have been completed in conformance with the approved plans and the applicable codes.

Inspection Log			
Columns	Yes	Optional	No
Inspection Date	x		
Inspection Type (per list above)	x		
Inspection Description	x		
Inspector or Private Provider Name	x		
License Number			x
Result	x		
Comments		x	

Signature		
	Require	Omit
Private Provider Signature*	x	
Date Signed	x	
Note whether Private Provide or Duly Authorized Individual		x
Seal*	x	
Notary when digitally signed	?	
Notary only when not digitally signed		

*553.791(14): The form must bear the written or electronic signature of the private provider or the private provider's duly authorized representative.

*553.791(15): ... shall be signed and sealed by a private provider.

Notes and Footer		
	Include	Omit
In accordance with section 553.791, Florida Statutes, the Certificate of Compliance may be signed by any qualified licensed individual employed full time by the private provider firm under whose authority the inspection was completed.	x	
Adopted by the Florida Building Commission, Date	x	

Appendix C: Advisory Group Meeting Agendas and Notes

1. Meeting 1 Agenda
2. Meeting 1 Notes
3. Meeting 2 Agenda
4. Meeting 2 Notes
5. Meeting 3 Agenda
6. Meeting 3 Notes

Private Provider Form Advisory Group – Meeting #1

July 8, 2026, 10 am – 12 pm (Eastern)

Virtual ([Zoom Link](#))

Advisory Group Members

Name	Organization	Title
Tony Apfelbeck	Altamonte Springs	Director of Building & Fire Safety
Ana Barbosa	Broward BORA	Administrative Director
John Barley	The Barley Consulting Group, LLP	Managing Partner
J.F. (John) Desnoyers	TICE - Threshold Inspection Consulting Engineers, LLC	Principal Engineer/Managing Member
John Freeland	City of Gainesville Building Dept.	Building Official
Jaime Gascon	Miami Dade Board of Rules and Appeals	Board and Code Administration Division
Shane Gerwig	Southeast Code Consultants	Consultant
Ron Leiseca	Building Officials Assoc. of FL	BOAF Legislative Committee Chair
Debra Mazakas	City of Coral Springs Building Dept.	Permit Services Supervisor
Tara Randolph	Arcxis	Client Services Project Manager
Jack Rauch	Private Provider Assoc. of Florida	Chairman

Agenda

1. Welcome and introductions [1000-1015]
 - a. Project and Advisory Group goals
 - b. Participant introductions
2. Background information [1015-1025]
3. Inspection Form components [1025-1110]
 - a. Discussion and vote, in the order presented in the Inspection Form Evaluation Matrix (sent with agenda)
4. Certificate of Compliance Form components [1110-1150]
 - a. Discussion and vote, in the order presented in the Certificate of Compliance Form Evaluation Matrix (sent with agenda)
5. New business [1150-1155]
6. Action items and next steps [1155-1200]
7. Adjourn [1200]

Private Provider Form Advisory Group – Meeting #1 Notes

July 8, 2026, 10 am – 12 pm (Eastern)

Advisory Group Members Present or Represented

Name	Organization	Title
Tony Apfelbeck	Altamonte Springs	Director of Building & Fire Safety
Ana Barbosa	Broward BORA	Administrative Director
John Barley	The Barley Consulting Group, LLP	Managing Partner
J.F. (John) Desnoyers	TICE - Threshold Inspection Consulting Engineers, LLC	Principal Engineer/Managing Member
John Freeland	City of Gainesville Building Dept.	Building Official
Jaime Gascon	Miami Dade Board of Rules and Appeals	Board and Code Administration Division
Shane Gerwig	Southeast Code Consultants	Consultant
Stephanie Raucci for Ron Leiseca	Building Officials Assoc. of Florida	BOAF Legislative Committee Chair
Debra Mazakas	City of Coral Springs Building Dept.	Permit Services Supervisor
Miles Seekford for Tara Randolph (for latter half of meeting)	Arcxis	Client Services Project Manager
Jack Rauch	Private Provider Assoc. of Florida	Chairman

Others Present

Name	Organization
Jennifer Bridge	University of Florida
Duzgun Agdas	University of Florida
Mo Madani	Florida Building Commission
Justin Vogel	Florida Building Commission
Lundy Clarke	Miami Dade Board of Rules and Appeals
Lisa Miller	Private Provider Assoc. of Florida
Ann Russo	Building Officials Assoc. of Florida

Meeting Notes

1. Welcome and introductions
 - a. Project and Advisory Group (AG) goals (*Bridge*)
 - i. Project scope: FBC contracted with University of Florida (UF) to develop Private Provider Inspection Report Form and Private Provider Certificate of Compliance Form pursuant to FS 553.791
 - ii. Advisory Group role is to provide input on components of the form to ensure adherence to Florida Statutes and the Florida Building Code.

Two virtual meetings planned to discuss and document consensus on the components of the forms.

- b. Participant introductions (*All*)
- 2. Background information (*Bridge*)
 - a. At the end of April 2026 FBC distributed initial drafts of each form for public comment, with the comment period ending May 18, 2026
 - b. The amount and variety of the comments indicated the need for the formation of an Advisory Group and a dedicated project to direct the development of the forms
 - c. All comments previously received by FBC have been reviewed and considered in the development of the workplan for this group
 - d. The goal is to complete the forms at the end of September, where they will go to FBC for rule-making process
- 3. Inspection Form components (*All. Nine AG members or their representative present for discussion, Tara Randolph not present*)
 - a. Presented updated Inspection Form draft to the group (*Bridge*)
 - b. Initial discussions on the draft highlighted the potential challenges of meeting the statutes requirement: “533.791(14): Inspection records must reflect those inspections required by the applicable codes of each phase of construction for which permitting by a local enforcement agency is required”.
 - i. Each jurisdiction will have specific inspection codes required for the permit and it is not feasible for these to be listed specifically on the form, and may be difficult for each private provider to track from jurisdiction to jurisdiction; contractor requesting inspection does not provide inspection code.
 - ii. Inspection forms that have only simple categories aligned with FBC 110.3 are challenging for jurisdictions to translate to their required inspections and can create undue burden on permit technicians to process.
 - iii. The group discussed the potential of creating a guide or additional page to the form that provides additional information on how to translate the broad categories in FBC 110.3 to the required jurisdiction inspections. The creation of a separate guide is likely to be outside the scope of the charge to FBC to create the inspection form; however, guidance language may be included as part of the form.
 - iv. Moved to using the Component Evaluation Matrix to deliberate and vote on aspects of the Inspection Report Form

1. Noted that when the group determines something may be optional, it is intended to be optional for the private provider to include the information on the form and not optional for the building department to determine it's required.
 2. **Report Number:** consensus is to **not include** this field in the form
 3. **Inspection date:** consensus is to **require** this field in the form
 4. **Checklist of Inspection Code/Trade/Type:** More members than not (4 vs. 2 that weighed in) think that some type of categories should be included in a pre-populated checklist. There was discussion on which categories should be included (e.g. only the broad categories in FBC 110.3) and how fill-in-the-blank fields may be used to add additional information about the inspection scope and/or local inspection code. This item remains unresolved. **Action Item [UF team]: investigate how building departments and permit technicians are translating this information for their record keeping and provide an updated draft of this section for future group discussion.**
 5. **Virtual or In-Person** indicator: consensus is to **not require** this to be indicated on the form.
 - a. There was some discussion that this information can protect the inspector in the case of future records requests for legal cases; however private providers would be the ones liable and may keep this information in internal documents, but it is not required for the jurisdiction to process the inspection.
 6. Components not listed above were not discussed and will be addressed in a future meeting.
 7. **Action Item [Tara Randolph]: provide your votes on Inspection Form components listed in items 2-5 above.**
4. Certificate of Compliance Form components (*All. 10 AG members or their representative present for discussion*)
- a. Presented updated Certificate of Compliance Inspection Form draft to the group (*Bridge*)
 - b. Sub-permit number: it was noted that the draft was missing the opportunity to list sub-permit numbers (either in a designated field or as an attachment)
 - i. One suggestion to have one form per permit/sub-permit

- ii. Consensus is that multiple forms could lead to confusion; since the Certificate of Compliance indicates that all inspections are complete and permits closed out, only one form should be issued.
 - iii. The issue of a separate Certificate of Compliance form for temporary occupancy was tabled for a later meeting
 - c. Used the Component Evaluation Matrix to deliberate and vote on aspects of the Certificate of Compliance Form
 - i. Project Information: some discussion that the information should be aligned with the information on the NTBO form for consistency
 - 1. **Jurisdiction:** unanimous consensus to **include** on form
 - 2. **Site Address:** unanimous consensus to **include** on form
 - 3. **Project Name, Owner, Contractor:** consensus to **omit** from form
 - 4. **Permit Number: required**
 - 5. **Sub-permit number list:** consensus to provide a field to **include**
 - ii. Private Provider Information
 - 1. **Private Provider Firm:** unanimous consensus to **include**
 - 2. **Logo/Branding:** consensus to **omit** from form, though four members suggested it could be optional
 - 3. **Private Provider Name and License Number:** consensus to **include** in form
 - a. It was noted that Private Provider Firms can have more than one Qualifier that is registered, making it important to designate the specific person submitting the form.
5. Closing discussion
- a. Suggest an additional meeting (or more) to get through all form components (*Gerwig*)
 - b. An update on this project will be presented to FBC's Code Administration Technical Advisory Committee on June 15, 2025 at 9am (*Bridge*)
 - c. Question: is the NTBO form part of this project? (*Raucci*). Answer: it is in the scope of the UF project, but not within the scope of the AG workplan. Please send Jennifer any input on the NTBO forms via email (*Bridge*)
 - d. **Action Item [Bridge]:** Send poll to explore adding an additional meeting in early August
 - e. **Action Item [Desnoyers and Barley specifically offered; all are welcome]:** Email Jennifer relevant forms used in your practice that may be helpful
 - f. **Action Item [Bridge]:** update drafts of forms ahead of next meeting

- g. **Action Item [All]: Review attestation statement options provided in the Component Evaluation Matrix tables for each form and be ready to provide input on acceptable options in the next meeting.**
- 6. Next meeting that is currently scheduled: August 21, 2026, 2-4pm.

Private Provider Form Advisory Group – Meeting #2

August 12, 2026, 10 am – 12 pm (Eastern)

Virtual ([Zoom Link](#))

Advisory Group Members

Name	Organization	Title
Tony Apfelbeck	Altamonte Springs	Director of Building & Fire Safety
Ana Barbosa	Broward BORA	Administrative Director
John Barley	The Barley Consulting Group, LLP	Managing Partner
J.F. (John) Desnoyers	TICE - Threshold Inspection Consulting Engineers, LLC	Principal Engineer/Managing Member
John Freeland	City of Gainesville Building Dept.	Building Official
Jaime Gascon	Miami Dade Board of Rules and Appeals	Board and Code Administration Division
Shane Gerwig	Southeast Code Consultants	Consultant
Ron Leiseca	Building Officials Assoc. of FL	BOAF Legislative Committee Chair
Debra Mazakas	City of Coral Springs Building Dept.	Permit Services Supervisor
Tara Randolph	Arcxis	Client Services Project Manager
Jack Rauch	Private Provider Assoc. of Florida	Chairman

Agenda

1. Welcome and introductions [1000-1010]
 - a. Participant introductions
 - b. Meeting objectives
2. Inspection Form components discussion and vote (only AG members). See Inspection Form Evaluation Matrix v2 (sent with agenda) for details [1010-1145]
 - a. Inspection Information
 - b. Inspection Type
 - c. Inspection Results
 - d. Signature, Attestation, Notes
 - e. Other items for consideration
3. Interested party comment [1145-1155]
4. Action items and next steps [1155-1200]
5. Adjourn [1200]

Next Meeting: Friday, August 21, 2-4pm

Private Provider Form Advisory Group – Meeting #2 Notes

August 12, 2026, 10 am – 12 pm (Eastern)

Advisory Group Members Present or Represented

Name	Organization	Title
Tony Apfelbeck	Altamonte Springs	Director of Building & Fire Safety
Ana Barbosa (second half of meeting)	Broward BORA	Administrative Director
John Barley	The Barley Consulting Group, LLP	Managing Partner
J.F. (John) Desnoyers	TICE - Threshold Inspection Consulting Engineers, LLC	Principal Engineer/Managing Member
John Freeland	City of Gainesville Building Dept.	Building Official
Jaime Gascon	Miami Dade Board of Rules and Appeals	Board and Code Administration Division
Shane Gerwig	Southeast Code Consultants	Consultant
Ron Leiseca	Building Officials Assoc. of Florida	BOAF Legislative Committee Chair
Debra Mazakas	City of Coral Springs Building Dept.	Permit Services Supervisor
Tara Randolph	Arcxis	Client Services Project Manager
Jack Rauch	Private Provider Assoc. of Florida	Chairman

Others Present

Name	Organization
Jennifer Bridge	University of Florida
Mo Madani	Florida Building Commission
Justin Vogel	Florida Building Commission
Lundy Clarke	Miami Dade Board of Rules and Appeals
Lisa Miller	Private Provider Assoc. of Florida
Ann Russo	Building Officials Assoc. of Florida
Stephanie Raucci	Building Officials Assoc. of Florida
Michael Savage	Wildan

Meeting Notes

1. Welcome and introductions
 - a. Participant introductions (*All*)
 - b. Meeting objectives (*Bridge*)
 - i. Overview of updates to the Inspection Form
 - ii. Objective for the meeting – to complete Inspection Form
2. Inspection Form components (*AG. 10 AG members present for first half, 11 for remainder of meeting*)
 - a. Project and Private Provider Information

- i. Agreed to align project information on Inspection Form with that previously agreed for the Certificate of Compliance Form with one exception (private provider phone number).
 - 1. **Jurisdiction:** include
 - 2. **Site Address** include
 - 3. **Project name:** do not include
 - 4. **Owner:** do not include
 - 5. **Permit number:** include (required)
 - 6. **Sub-permit number:** include and add option for multiples
 - ii. **Private Provider Firm's phone number:** Consensus to **include** field on form, noting that it is for the firm and not the individual.
 - iii. **Indicate if Project is in Flood Hazard Area:** Consensus to **omit**.
- b. Inspection Information
 - i. Discussed whether this should be a fill-in field only or whether a broad list of inspection types per FBC 110.3 should be listed with check boxes.
 - ii. Only applicable codes may be included; applicable codes include local amendments.
 - iii. Not feasible to require PP to list inspection code number specific to jurisdiction
 - iv. Fill-in field for inspection description may include a local inspection code number but it isn't required. The description should be adequate for the building department to identify the inspection.
 - v. **Inspection Type List:** Consensus to **include a check list** of broad inspection categories
 - vi. **Inspection Type List Items:** Consensus to **include items aligned with FBC 110.3 (Building, Electrical, Mechanical, Plumbing, Fuel Gas) as well as specifically list 'Roofing' and 'Other'**
 - vii. **Inspection Description:** Consensus to **include a field to describe the scope of inspection**. Consensus not to refer explicitly refer to the local inspection code, though some felt it could be optional if the information was readily available to the inspector.
 - viii. **Multiple Inspections on one form:** six AG members would like the option to include multiple inspections, five would prefer one form per inspection. A form option will be prepared that allows multiple inspections on one form but limit it to those that fall under the primary inspection type and are conducted by the same PP/inspector.
- c. Inspection Results

- i. **Inspection results check boxes:** Consensus to **use check boxes** with predefined results
 - ii. Discussed the use of the words ‘Pass’ vs. ‘Approve’ as they are related to current statutes. Narrow consensus to use ‘Approve’
 - iii. **Consensus to list the following results:**
 - 1. Approved
 - 2. Partially Approved
 - 3. Failed
 - 4. Cancelled
 - iv. **Inspector Comments:** Consensus to **include field for comments** without instructions for how results will dictate the required comments.
 - v. **Actions Required:** Consensus to **exclude**, noting this will be conveyed in the Inspector Comments
- d. Signature and Attestation
 - i. **Inspector or Private Provider Name:** Consensus to have the option for either name
 - ii. **Inspector or Private Provider Signature:** Consensus to have the option for either signature
 - iii. **License Number:** Consensus to **include license number**
 - iv. **Date Signed:** Consensus to **include date signed**
 - v. Discussed whether an attestation is required under the current statute and how it will apply depending on who signs the form
 - vi. **Attestation:** Consensus to **include an attestation**
 - 1. Attestation options will be sent to the AG for consideration. The attestation statement will be developed based on AG input.
 - vii. **Duly Authorized Representative Indication:** Consensus **not to require an indication**/check box
- e. Notes and Footer – Not discussed. AG feedback will be requested via email so the form can be finalized.
- f. Interested Party Comment – no comments made
- g. **Action Items [Bridge]:**
 - i. Send attestation options to AG to solicit feedback
 - ii. Update draft Inspection Form (single inspection and multiple inspection versions) and distribute to AG for feedback
- h. **Action Items [AG]:**
 - i. Review attestation statement options and provide preference or suggested edits

- ii. Review notes and footer in the updated Inspection Form and provide approval or disapproval with suggested edits
 - iii. Provide feedback on whether the form that allows multiple inspections is acceptable
- 3. Next meeting: August 21, 2026, 2-4pm

Private Provider Form Advisory Group – Meeting #3

August 21, 2026, 2 – 4pm (Eastern)

Virtual ([Zoom Link](#))

Advisory Group Members

Name	Organization	Title
Tony Apfelbeck	Altamonte Springs	Director of Building & Fire Safety
Ana Barbosa	Broward BORA	Administrative Director
John Barley	The Barley Consulting Group, LLP	Managing Partner
J.F. (John) Desnoyers	TICE - Threshold Inspection Consulting Engineers, LLC	Principal Engineer/Managing Member
John Freeland	City of Gainesville Building Dept.	Building Official
Jaime Gascon	Miami Dade Board of Rules and Appeals	Board and Code Administration Division
Shane Gerwig	Southeast Code Consultants	Consultant
Ron Leiseca	Building Officials Assoc. of FL	BOAF Legislative Committee Chair
Debra Mazakas	City of Coral Springs Building Dept.	Permit Services Supervisor
Tara Randolph	Arcxis	Client Services Project Manager
Jack Rauch	Private Provider Assoc. of Florida	Chairman

Agenda

1. Welcome and introductions [1400-1405]
 - a. Participant introductions
 - b. Meeting objectives
2. Certificate of Compliance components discussion and vote (only AG members). [1405-1535]

See Certificate of Compliance Evaluation Matrix v2 (sent with agenda) for details

 - a. Inspection Information/Log
 - b. Attestation Statement (please review 1-7 ahead of meeting to determine acceptable options, or draft acceptable alternative)
 - c. Signature
 - d. Notes and footer
3. Updates to Notice to Building Official of Use of Private Provider form (Bridge) [1535-1545]
4. Interested party comment [1545-1555]
5. Action items and next steps [1555-1600]
6. Adjourn [1600]

Private Provider Form Advisory Group – Meeting #3 Notes

August 21, 2026, 2 – 4 pm (Eastern)

Advisory Group Members Present

Name	Organization	Title
Ana Barbosa	Broward BORA	Administrative Director
John Barley	The Barley Consulting Group, LLP	Managing Partner
J.F. (John) Desnoyers	TICE - Threshold Inspection Consulting Engineers, LLC	Principal Engineer/Managing Member
John Freeland	City of Gainesville Building Dept.	Building Official
Jaime Gascon	Miami Dade Board of Rules and Appeals	Board and Code Administration Division
Shane Gerwig	Southeast Code Consultants	Consultant
Ron Leiseca	Building Officials Assoc. of Florida	BOAF Legislative Committee Chair
Debra Mazakas	City of Coral Springs Building Dept.	Permit Services Supervisor
Tara Randolph	Arcxis	Client Services Project Manager
Jack Rauch	Private Provider Assoc. of Florida	Chairman

Others Present

Name	Organization
Jennifer Bridge	University of Florida
Duzgun Agdas	University of Florida
Mo Madani	Florida Building Commission
Lundy Clarke	Miami Dade Board of Rules and Appeals
Stephanie Raucci	Building Officials Assoc. of Florida
Michael Savage	Wildan

Meeting Notes

1. Meeting objectives
 - a. Complete consensus on components of the Certificate of Compliance Form
 - b. Review updates to the Notice to Building Official of Intent to use Private Provider Form
2. Certificate of Compliance Form components (*AG. 10 AG members present*)
 - a. Discussed whether the form should indicate if it is being used to request a CO or a temporary CO (TCO). **Consensus is that this form does not include any request for a CO or TCO, and therefore the indication is not required.** The jurisdiction may have other forms or means of processing requests for issuance of CO/TCO.
 - b. Minor formatting updates where suggested and accepted: adequate space for jurisdiction.

- c. Private Provider Address and Email fields were added back to the form, per consensus, after being erroneously removed in the last draft.
- d. Inspection Summary/Log
 - i. Statute 553.791 (15) requires a summary of inspections performed.
 - ii. Discussed what constitutes a summary. **Consensus that, depending on the size and type of project, it could be the attached inspection reports OR a log listing approved and completed inspections.**
 - iii. **Consensus to include check boxes for the types of inspections included in the summary.** Same inspection type list as in the Inspection Report.
 - iv. **Consensus not to require separate log table per inspection type,** though this was noted as good practice for large projects.
 - v. Discussed the need to specifically outline what the summary log should include. Consensus on summary items (if reports are not attached):
 - 1. **Inspection Date: include**
 - 2. **Inspection Type (per the list included above): include**
 - 3. **Inspection Description: include**
 - 4. **Inspector or Private Provider Name: include**
 - 5. **License Number: do not include**
 - 6. **Result: include**
 - 7. **Comments (Optional): include**
 - vi. **Consensus to require permit # at the top of each page of the attachments that summarize inspections.**
 - vii. **Consensus to include statement:** *A summary of completed and approved inspections or the completed and approved inspections reports are attached to support this Certificate of Compliance.*
- e. Attestation:
 - i. Discussed required, helpful, and appropriate language for the attestation statement. **Consensus on the following statement:** *In accordance with section 553.791, Florida Statutes pertaining to Private Provider Services, we are providing the Building Official with the final disposition of the building inspections conducted under our authority. To the best of my knowledge and belief, the building components and site improvements outlined herein and inspected under my authority have been completed in conformance with the approved plans, including revisions, and the applicable codes per*

FBC Section 110, as issued by the governing authority having jurisdiction for this project.

- f. Signature and notarization
 - i. No consensus was reached on the requirement for a notary when signed (digitally or otherwise).
 - ii. Sealing documents may be specific to certain professions and not always applicable
 - iii. The statute required the form must be completed “under oath” but not clear if that requires notarization
 - iv. There was question whether the term “digitally signed” was correct for the requirements of the form
 - v. Defer to FBC legal to resolve.**
- 3. Reviewed updated NTBO form for compliance with HB 803
 - a. Updates:
 - i. Remove: *I understand the Building Official retains authority to review plans, make required inspections, and enforce the applicable codes within his or her charge pursuant to the standards established by s. 553.791, Florida Statutes.*
 - ii. Remove: *The following attachments are provided, as required:*
 - 1. *Qualification statements and/or resumes of the private provider and all duly authorized representatives.*
 - 2. *A certificate of insurance as required by section 553.791(18), Florida Statutes*
 - b. General agreement that the updates are aligned with updated Statute

Appendix D: Public Comments Received by FBC in May 2026

Madani, Mo

From: Josh Barry <josh@freedomcodecompliance.com>
Sent: Friday, May 15, 2026 12:30 PM
To: Madani, Mo
Cc: Kevin Klepac; Kesle Ffrench; Darren Christensen; Brittney Williams
Subject: Public Comment on HB 803 Private Provider Standardized Forms — Freedom Code Compliance Corp
Attachments: certificate_of_compliance.pdf; inspection_report.pdf

[NOTICE] This message comes from a system outside of DBPR. Please exercise caution when clicking on links and/or providing sensitive information. If you have concerns, please contact your Knowledge Champion or the DBPR Helpdesk.

Mr. Madani,

Thank you for the opportunity to comment on the proposed standardized Private Provider Inspection Report and Private Provider Certificate of Compliance forms required by HB 803 (2026). Freedom Code Compliance Corp ("FCC") is a Florida private provider operating statewide under section 553.791, Florida Statutes. FCC performs plan reviews and inspections exclusively through virtual inspection technology, services building departments and clients across the entire state, and operates on a purpose-built software platform that integrates with building-department permit systems to automate as much of the private-provider workflow as the underlying data permits. We file this comment from the perspective of an active, day-in-day-out user of these forms and of the workflows they govern.

Attached to this email are the two proposed alternative forms in PDF format. The remainder of this email explains the design thesis behind those forms, the fields we propose, and the fields and provisions advanced by other commenters that we respectfully oppose.

1. Design Thesis

The Legislature's intent in HB 803, and the long-standing intent of s. 553.791 itself, is to standardize and simplify the private-provider process for all parties — private providers, building departments, owners, and contractors alike. A form that re-introduces variability or administrative friction at the form level undermines that intent. With that in mind, FCC designed both proposed forms against two principles:

Principle 1 — Minimal required data. Every additional field on a standardized form is an additional opportunity for transcription error, system mismatch, and disagreement between the private provider and the building department. Where a field is not required to identify the project, identify the responsible private provider, record the substantive result of the inspection, or satisfy a specific provision of s. 553.791, it should not appear on the form.

Principle 2 — Deterministic fields only. Every field that does appear should be deterministic — meaning the same input will produce the same output (eg: $2 + 2 = 4$) rather than non-deterministic (requiring logical interpolation where the output can vary with the same input) — and can be populated from structured data already present in both the private provider's records and the building department's records. Permit Number, Project Address, Inspector Name, Inspector License Number, Inspection Type, and Inspection Result all meet this test. Fields such as "Description," "Summary," "Narrative," etc do not — they require a human or a non-deterministic AI system to compose original prose for every submission. Mandating non-deterministic fields on a statewide form forces every private provider in Florida to either employ administrative staff to write that prose, or, given the expanding prevalence of AI today, have an AI system compose it on their behalf. Either outcome runs directly counter to HB 803's stated purpose.

These two principles, applied honestly, produce a short form. That is the point. The simplicity is the value.

2. Proposed Fields — Inspection Report

The attached Inspection Report contains the following fields. Each is included because it satisfies one of the two principles above and is required either by s. 553.791 or by the practical needs of a Building Official receiving the document.

- **Date** — single date the inspections recorded on the form were performed.
- **Project Identification — Address.** Combined with Permit Number, this is the complete and unambiguous identifier of the project. Self-evident to the BD from the permit record.
- **Project Identification — Permit Number.** Same.
- **Private Provider Identification — Private Provider Firm.** Establishes the entity legally responsible for the inspection under s. 553.791.
- **Private Provider Identification — Inspector Name.** Identifies the individual who performed the inspection.
- **Private Provider Identification — License Number.** The license number, by its prefix, encodes the discipline of the inspector; a separate "license type" field is redundant.
- **Inspection Information — Type and Result.** A two-column table allowing one report to record one or more inspection results performed under the same authority on the same project on the same date. Result values are constrained to Pass, Partial Pass, Fail, and Canceled.
- **Comments.** A single free-text field for the inspector's optional narrative, retained because s. 553.791 contemplates the recording of deficiencies and because building departments routinely require a place to document atypical conditions. This field is **optional**; the form is valid without it.
- **Inspector Attestation.** Fixed language affirming the inspections were performed under the inspector's authority as a private provider or duly authorized representative pursuant to s. 553.791, and that the results recorded are a true and accurate representation of the inspections performed.
- **Signature.** Single signature line, executable electronically pursuant to s. 668.50, F.S.

That is the entire form.

3. Proposed Fields — Certificate of Compliance

The attached Certificate of Compliance contains the following fields:

- **Date.**
 - **Project Identification — Address and Permit Number.** Same rationale as above.
 - **Private Provider Identification — Firm, Private Provider Name, License Number.** Identifies the responsible entity and the qualifying individual signing the Certificate.
 - **Compliance Attestation.** Fixed language tracking s. 553.791, certifying that the inspected components and improvements have been completed in conformance with the approved plans and applicable codes, and requesting issuance of the certificate of occupancy and/or completion.
 - **Inspection Records note.** A short statement that the Certificate of Compliance shall be accompanied by either an inspection log or the individual inspection report pages for all inspections performed on the project. This eliminates the need for a cramped, free-text "Summary of Inspections" block on the Certificate itself; the underlying records carry the substantive information in their native, deterministic format.
 - **Signature.** Single signature line, executable electronically pursuant to s. 668.50, F.S., with a footnote clarifying that the Certificate may be executed by any individual qualifying as a Private Provider under s. 553.791 — including a licensed Building Code Administrator, Professional Engineer, or Registered Architect — who is employed by the Private Provider Firm identified above, and that notarization is not required when the form bears a valid electronic signature.
-

4. Provisions We Respectfully Oppose

We have reviewed the comments officially received and posted on the FBC's 2026 Code Development page, as well as the discussions underway in the broader private-provider and building official communities. Several proposed additions and field structures would, in our view, undermine the design principles set forth above and the purposes of HB 803. We oppose the following:

4.1 Notarization of either form. The notarization of either form is not required anywhere in s. 553.791. Adding it introduces an administrative hurdle that delays permit closure with no corresponding statutory benefit. The Legislature has expressly authorized electronic execution and electronic transmission of these documents; mandating physical notarization is incompatible with that authorization.

4.2 Free-text "Description," "Summary," or "Narrative" fields. As discussed in Section 1, mandating prose-style fields on a standardized form forces every private provider in Florida to either staff administrative writing capacity or rely on non-deterministic AI systems for routine submissions. The Result field, constrained to a fixed set of values, is sufficient to convey the substantive outcome. Where a particular deficiency requires explanation, the Comments field handles that case in a way that remains optional and proportionate.

4.3 "In-Person vs. Virtual" inspection-modality indicators. Section 553.791 does not require disclosure of inspection modality, and the Legislature has expressly authorized inspections to be performed virtually. A field that surfaces the modality of every inspection on the face of the form creates a foreseeable basis for differential treatment by building departments of firms that perform virtual inspections — a result directly contrary to the statute. We oppose any field, checkbox, or attestation that requires this disclosure.

4.4 Owner, Applicant, Contractor, and similar party-identifier fields. These fields are not required by s. 553.791, and they may not be held in the private provider's records in any deterministic relationship to the permit. Any field that requires retrieval of a party identifier from the BD permit record will require manual lookup and transcription on every form. That transcription is the single largest source of avoidable error in current practice. The Permit Number, combined with the Project Address, is a complete and unambiguous reference to the responsible parties as they appear in the BD's own records — which is where that information is authoritative.

4.5 "Hold Harmless" or indemnification statements. Section 553.791(14) already addresses the allocation of liability between private providers and local enforcement agencies. A broad hold-harmless statement appended to every Certificate of Compliance would purport to reallocate that liability by private contract on every project — well beyond what the statute contemplates and well beyond what the Florida Building Commission has been authorized to require. We oppose the inclusion of any such language on either form.

4.6 Inspection-code, Inspection Report number, license-discipline, and PP/DAR-role fields. These fields are not required by s. 553.791; they vary from jurisdiction to jurisdiction; and they introduce non-deterministic data without corresponding regulatory benefit. The license number already encodes the discipline of the holder. The firm identified on the form is the entity responsible under the statute regardless of whether the individual signing is the private provider directly or a duly authorized representative thereof.

4.7 Time-of-inspection disclosure. Precise inspection start and stop times are not required by s. 553.791. The date of the inspection is sufficient.

4.8 BMEP/Gas Yes/No/N/A grid on the Certificate of Compliance. A "No" option on a per-trade compliance grid is erroneous on its face — a private provider would not, and could not under the statute, issue a Certificate of Compliance on a project where any required trade was non-compliant. The accompanying inspection log carries the per-trade record in its native form.

5. The Statutory Anchor — These Are the Forms

We respectfully draw the Commission's attention to two provisions of s. 553.791 that bear on the function of these forms once adopted:

Section 553.791(15) directs the Florida Building Commission to adopt a standardized inspection form and a standardized certificate of compliance for use by private providers. The forms the Commission adopts in this rulemaking are the forms required by statute. They are not a starting point for local supplementation, and they are not a model from which local jurisdictions may depart.

Section 553.791(19)(a) provides that "A local enforcement agency, local building official, or local government may not adopt or enforce any laws, rules, procedures, policies, qualifications, or standards more stringent than those prescribed by this section." A local jurisdiction's substitution of, supplementation to, or alteration of the FBC-prescribed forms — including the addition of required local fields, the imposition of local notarization requirements, the demand for local hold-harmless language, or the rejection of an FBC-prescribed form in favor of a local form — would, in our reading, fall within the conduct prohibited by this provision.

Both of our attached forms carry a footer note to that effect. We respectfully request that the Commission include comparable language in the final adopted forms, so that the operative legal status of the forms is unambiguous to every Building Official, private provider, and applicant who encounters them.

We raise this point with some urgency, and not hypothetically. In FCC's day-to-day operations, we routinely encounter building departments that insist on the use of their own jurisdiction-specific versions of the existing statewide Notice to Building Official of Use of Private Provider and the existing statewide Plan Review Compliance Affidavit — notwithstanding that both of those forms are themselves prescribed for statewide use. Some jurisdictions refuse to accept the standardized form altogether and require submission on a local form bearing the local seal, additional signature blocks, or supplementary attestations. Others accept the standardized form but condition acceptance on the submission of a parallel local form. The effect in every case is the same: a private provider operating statewide must maintain a constantly-shifting library of local form variants, and every local variant reintroduces the precise transcription burden, the precise opportunity for error, and the precise inter-jurisdictional inconsistency that a standardized form is supposed to eliminate.

This pattern is the present operational reality across a meaningful number of Florida jurisdictions, and it persists notwithstanding the existing statutory framework. Absent explicit and unambiguous language on the face of the FBC-adopted Inspection Report and Certificate of Compliance making clear that no local form may displace or supplement either of them, we have every practical reason to expect the same pattern to repeat with the HB 803 forms within weeks of their adoption. We therefore urge the Commission to take two prophylactic steps in this rulemaking:

1. Include footer language on each adopted form expressly identifying it as the FBC-prescribed form under s. 553.791, citing s. 553.791(19)(a), and stating in plain terms that no local form may be required or accepted in its place for the purpose for which the form is intended.
2. Issue, alongside the adopted forms, a brief technical advisory or interpretive memorandum to local enforcement agencies confirming the same — so that the statutory effect of these forms is communicated to the field, and not left for each private provider to litigate, jurisdiction by jurisdiction, on a permit-by-permit basis.

6. Anticipated Counter-Arguments

We anticipate that several Building Officials and local jurisdictions will advocate for additional fields and additional procedural requirements during this comment period — many of which mirror the items we oppose in Section 4 above. We respectfully submit that those proposals, however well-intentioned, are difficult to reconcile with HB 803's standardization mandate and with the express prohibition on more-stringent local requirements in s. 553.791(19)(a). The forms the Commission adopts should be the forms the State of Florida actually wants used in every jurisdiction. They should not be a baseline from which local discretion expands.

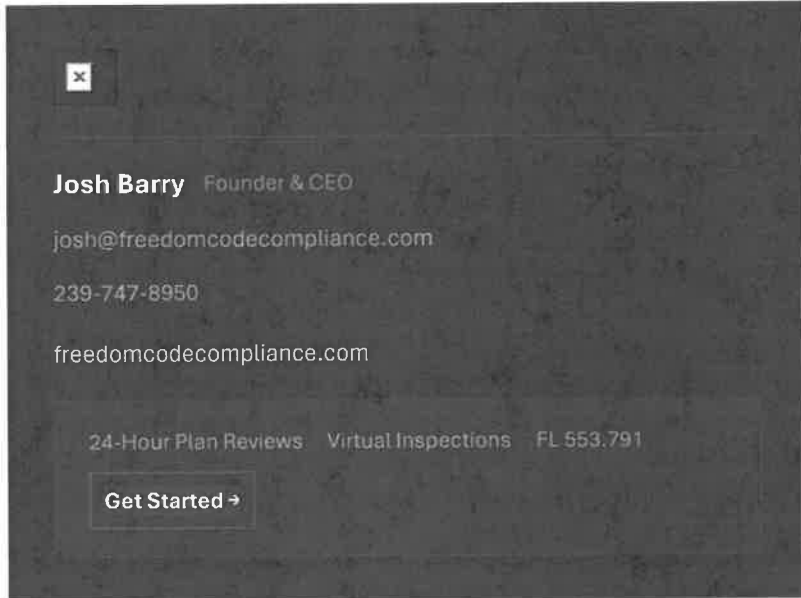
7. Closing

FCC has prepared the attached PDF forms as a constructive proposal — not as a final-word position, but as a working artifact reflecting the design principles set out above. We would welcome the

opportunity to discuss any of this in greater depth, and we are available at the contact information below.

Thank you again for the opportunity to comment, and for the work you and the Commission are undertaking on behalf of every private provider, building department, and applicant in the state.

Regards,



From: Al Wilson <al@fbcca.com>

Sent: Wednesday, May 13, 2026 10:14 AM

To: Madani, Mo <Mo.Madani@myfloridalicense.com>

Subject: Proposed forms for compliance with HB803 and F.S. 553.791

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Good morning Mo,

FBCCA strongly supports the forms proposed by Danny Bass of DBC. As his proposal mirrors the changes our firm has prepared, I am attaching his documents as our submission.

I have also attached the letter from Jillian Kraynak with DEM, to you, dated May 12, 2026. This letter provides pertinent information from an unbiased stakeholder that further supports the changes proposed by FBCCA and Mr. Bass.

Thank you for your assistance.

Best regards,

Al Wilson

From: John Ellis III <jellisiii@legacyengineering.com>
Sent: Wednesday, May 6, 2026 2:49 PM
To: Madani, Mo <Mo.Madani@myfloridalicense.com>
Subject: HB 803 Private Provider Inspection Form

[NOTICE] This message comes from a system outside of DBPR. Please exercise caution when clicking on links and/or providing sensitive information. If you have concerns, please contact your Knowledge Champion or the DBPR Helpdesk.

Mo,

I hope you have been doing well. I'm emailing regarding the note on [2026 FBC](#) request for comments.

I wanted to second the comment by Tim Hunt. We have certain jurisdictions that specifically request us to digitally sign documents and then print the digital signature out and physically notarize the document before they will take it. We have tried to explain that the digital signature should not be printed, and that to physically print it and then notarize it is actually not in compliance with the rules of digital signing, but we have been unsuccessful with that. I would highly suggest that we leave a section for digital signatures and have a specific note that says notarization is not required if the document is digitally signed.

Thank you,



John Ellis III, P.E., S.I.

Legacy Engineering

904-721-1100 Office

904-314-4567 Cell

Building Better with Legacy

From: Myers, Paul T <MyersPT@cityofgainesville.org>
Sent: Friday, May 1, 2026 2:09 PM
To: Madani, Mo <Mo.Madani@myfloridalicense.com>
Subject: RE: Proposed Forms based on HB 803

[NOTICE] This message comes from a system outside of DBPR. Please exercise caution when clicking on links and/or providing sensitive information. If you have concerns, please contact your Knowledge Champion or the DBPR Helpdesk.

Mo,

RE: Private Provider Inspection Form

I think the form should indicate if the inspections was VIRTUAL or an IN PERSON SITE VISIT.

Thank you for the opportunity to respond.

Thanks,

Paul

Paul T. Myers | Chief Plans Examiner | PX1840
City of Gainesville, Florida
Gainesville Department of Sustainable Development
Building Division | Desk 352-393-8560
Email | myerspt@gainesvillefl.gov

Madani, Mo



From: Suzanne Turner <sturner@ctsolutionsfl.com>
Sent: Sunday, May 3, 2026 11:03 AM
To: Madani, Mo
Subject: Comments - Private Provider Proposed Forms Based on 2026 Legislative Session (HB 803)
Attachments: Proposed Private Provider Inspection Form-Fillable.pdf; Private Provider Certificate of Compliance Form-Fillable.pdf

[NOTICE] This message comes from a system outside of DBPR. Please exercise caution when clicking on links and/or providing sensitive information. If you have concerns, please contact your Knowledge Champion or the DBPR Helpdesk.

Good Morning Mo,

Thank you for the opportunity to weigh in on the proposed forms.

COC

1. Add a date to the form (date signed)
2. Use Contractor name on both forms consistently (instead of Applicant on the COC and Contractor on the Inspection form)
3. Include check boxes for ease of use.
4. Remove "Summary of inspections performed:" or change to "Comments:" to allow for notes to be added if needed.
5. Add "Print Name" for clarity of who is signing.
6. Offer an option of Notarized signature (when submitting manually - as when systems are down) and a Digital Signature (no notary needed when forms are emailed or submitted electronically).
7. Add footer text to show this is the Adopted Form and the Effective Date.

Inspection Form

1. Keep Permit No. And Site Address near top for quick identification
2. Refer to the address as "Site" Address on both documents for consistency
3. Move Inspection Date near Inspection Code to keep inspection information together
4. Change "Inspection Code" to Inspection "Type" as required in FBC 110.3
5. Use check boxes for the Inspection Results to keep it quick and easy
6. Add footer text to show this is the Adopted Form and the Effective Date

For both forms: please provide MS Word and form-fillable PDF versions for both forms.

Whatever forms are decided on - I volunteer to help with formatting and/or transition to form-fillable options. I've attached two PDF form-fillable versions for your review. I have the editable MS Word docs as well if you would like them for this endeavor. I have over 25 years of experience creating and editing forms and am happy to offer my abilities to help with this.

Private Provider Inspection Form

Permit No:	Inspection Report No:
Site Address:	Owner:
Contractor:	
Private Provider:	

Inspection Date:	Inspection Type:
Description:	

Inspection Result:

Passed ☐ Partial Pass ☐ Failed ☐ Canceled ☐ Not Required ☐

Comments: _____

I hereby certify that the above-referenced inspection has been completed and is in conformance with the approved plans and the applicable codes.

By: _____ License No: _____

Signature: _____ Date: _____

Note: In accordance with section 553.791, Florida Statutes, the inspection form must bear the written or electronic signature of the private provider or the private provider's duly authorized representative.

Private Provider Certificate of Compliance

Permit No:	Project Name:
Project Address:	
Contractor Name:	

In accordance with section 553.791, Florida Statutes pertaining to Private Provider Services, we are providing the Building Division with the final disposition of the building inspection conducted under our authority. To the best of my knowledge and belief, the building components and site improvements outlined herein and inspected under my authority have been completed in conformance with the approved plans and the applicable codes for:

- | | | | |
|---------------|------------------------------|-----------------------------|------------------------------|
| 1. Building | Yes ☐ | No ☐ | N/A ☐ |
| 2. Mechanical | Yes ☐ | No ☐ | N/A ☐ |
| 3. Electrical | Yes ☐ | No ☐ | N/A ☐ |
| 4. Plumbing | Yes ☐ | No ☐ | N/A ☐ |
| 5. Gas | Yes ☐ | No ☐ | N/A ☐ |

Summary of Inspections/Comments:	
Private Provider Signature:	Date:
Print Name:	License:

Attestation and Notary (if not digitally signed):

State of Florida, City of _____, County of _____ Before me,
this _____ day of _____, personally appeared _____,

Who executed the foregoing instrument and acknowledged that same was executed for the purposes therein expressed. ☐ Personally Known or ☐ Produced Identification in the type of _____.

Notary Public Signature: _____ My Commission Expires: _____

[Stamp]

Note: In accordance with section 553.791, Florida Statutes, the certificate of compliance may be signed by any qualified licensed individual employed full-time by the private provider from under whose authority the inspection was completed.

Madani, Mo

From: Timothy Hunt <thunt@ctsolutionsfl.com>
Sent: Friday, May 1, 2026 3:28 PM
To: Madani, Mo
Cc: Suzanne Turner
Subject: [SUSPECTED SPAM] HB 809 Forms

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Hello Mo.

The current wording from 553.791 (13) and section (15) from HB 809 has the private provider required to sign and seal or electronically transmit to the local building official. We would request that the notary section not be required/removed since we are also required to sign and seal.

(13) Upon completion of all required inspections, the private provider shall prepare a certificate of compliance, on a form acceptable to the local building official, summarizing the inspections performed and including a written representation, under oath, that the stated inspections have been performed and that, to the best of the private provider's knowledge and belief, the building construction inspected complies with the approved plans and applicable codes. The statement required of the private provider shall be substantially in the following form and shall be signed and sealed by a private provider as established in subsection (1) or may be electronically transmitted to the local building official:

Thank you

Tim Hunt | CBO | Vice President
CT Solutions of Florida
386.361.0208

[Click this link to Schedule Inspections](#)



Madani, Mo

From: Shane Gerwig <shane@inspectfl.net>
Sent: Monday, May 18, 2026 5:23 PM
To: Madani, Mo
Subject: Private Provider - Proposed Forms Based on 2026 Legislative Session (HB 803)

[NOTICE] This message comes from a system outside of DBPR. Please exercise caution when clicking on links and/or providing sensitive information. If you have concerns, please contact your Knowledge Champion or the DBPR Helpdesk.

Mr. Madani,

InspectFL respectfully supports the proposed Private Provider Inspection Form and Private Provider Certificate of Compliance Form modified by Danny Bass for consideration by the Florida Building Commission.

We believe Mr. Bass's revised forms are a better alternative because they more closely align with the requirements and intent of HB 803, section 553.791, Florida Statutes, and the Florida Building Code. The forms are clear, practical, and focused on the information necessary for local building officials to receive private provider inspection results and final disposition documentation without adding unnecessary administrative burdens.

In particular, InspectFL supports the way the inspection form ties the inspection entry to the required inspections under FBC Section 110.3, rather than relying only on vague fields such as "Inspection Code" and "Description." Referencing the required inspections under FBC 110.3 provides a clearer and more consistent record for both private providers and local building officials.

InspectFL also supports the Certificate of Compliance language because it properly recognizes the role of the private provider in submitting the final disposition of inspections performed under its authority and confirming conformance with the approved plans and applicable codes. This approach is consistent with the private provider framework established in section 553.791, Florida Statutes.

For these reasons, InspectFL supports the forms submitted by Danny Bass and encourages the Commission to consider them as the preferred format for implementation.

Respectfully,

Shane Gerwig
InspectFL, LLC

From: Alexander Hernandez <ahernandez@coralsprings.gov>
Sent: Tuesday, May 5, 2026 7:53 AM
To: Madani, Mo <Mo.Madani@myfloridalicense.com>
Subject: RE: Proposed Forms based on HB 803 Private Provider Inspection Form Private Provider Certificate of Compliance Form

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Good morning, Mo.

I also suggest adding a Hold Harmless statement to the CC.

"I/We certify the above information provided is a true and accurate representation of the facts and agree to hold the Authority Having Jurisdiction, the Building Official, its commissioners, officers, employees and other agents harmless and to relieve them of all responsibility or liability for any legal action, damage or expense, including, but not limited to, attorney's fees resulting from the inspection services provided by our Private Provider or Private Provider Firm."

Thank you.



Alex Hernandez, CBO, CFM, LEED AP BD+C
Chief Building Official

City of Coral Springs

9500 West Sample Road
Coral Springs, FL 33065
954-344-1024

ahernandez@coralsprings.gov

www.coralsprings.gov



From: Alexander Hernandez
Sent: Monday, May 4, 2026 10:48 AM
To: mo.madani@myfloridalicense.com
Subject: RE: Proposed Forms based on HB 803 Private Provider Inspection Form Private Provider Certificate of Compliance Form

Good morning, Mo.

- The **inspection form** should clearly identify the person who actually performed the inspection, not just the private provider company or the supervising private provider. Under F.S. 553.791, a private provider or a duly authorized representative may perform required inspections, but **the representative must be properly identified, licensed/certified, and working within the scope of their discipline.**
 - Inspector who actually conducted the inspection:
 - Printed name
 - Signature
 - License/certification number
 - License type/discipline, such as BN, PX, ME, PL, EL, etc.
 - Employer/private provider firm
 - Confirmation that the inspector is a duly authorized representative identified for the permit
 - Method of inspection: in-person or virtual
 - Time of inspection
- The **Certificate of Compliance** should also include or attach a complete inspection log, listing each required inspection, the result, date, and the name and license number of the inspector who performed it. This is necessary to verify that each inspection was performed by the private provider or a duly authorized representative acting within the scope of their license or certification.



Alex Hernandez, CBO, CFM, LEED AP BD+C
Chief Building Official

City of Coral Springs

9500 West Sample Road
Coral Springs, FL 33065
954-344-1024

ahernandez@coralsprings.gov

www.coralsprings.gov



From: Dan Gargas <dgargas@alachuacounty.us>

Sent: Friday, May 1, 2026 2:37 PM

To: Madani, Mo <Mo.Madani@myfloridalicense.com>

Subject: Proposed Forms based on HB 803 Private Provider Inspection Form Private Provider Certificate of Compliance Form

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Mr. Madani

Please consider adding an effective date and an indication it was created by the Florida Building Commission.

Have a great weekend!

Dan



Dan Gargas

Building Official
Growth Management
Building Department
10 SW 2nd Avenue • Gainesville • Florida • 32601
352-374-5243 ext 2340 (office) • 352-672-3877 (mobile)



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Madani, Mo

From: danny@dbcservices.us
Sent: Tuesday, May 12, 2026 12:20 PM
To: Madani, Mo
Subject: Proposed forms for compliance with HB803 and F.S.553.791
Attachments: Proposed_Private_Provider_Inspection_form (1).pdf;
Proposed_Private_Provider_certificate_of_compliance.pdf

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Good afternoon, Mr. Madani,
Please find attached the proposed forms, which have been updated to ensure compliance with the Florida Building Code, HB803, and F.S.553.791. I have modified the original forms as necessary to meet these requirements.

Danny Bass

DBC Services
3369 CR 528
Sumterville FL. 33585
352-267-7945
danny@dbcservices.us



Private Provider Inspection Form

Permit #: _____
Inspection Date: _____
Site Address: _____
Private Provider: _____

Inspection(S) Per FBC 110.3: _____

Description of required inspections per FBC 110.3: _____

Inspection Result: _____

Passed _____ Partial Pass _____ Failed _____ Canceled _____

Comments: _____

I hereby certify that the above-referenced inspection has been completed and is in conformance with the approved plans and the applicable codes.

BY: _____
(Print Name)

License #: _____

Signature: _____

Date: _____

Note: In accordance with section 553.791, Florida Statutes, the inspection form must bear the written or electronic signature of the of the private provider or the private provider's duly authorized representative.

"Applicable codes" means the Florida Building Code and any local technical amendments to the Florida Building Code but does not include the applicable minimum fire prevention and firesafety codes adopted pursuant to chapter 633.

Private Provider Certificate of Compliance

Project Name: _____

Project Address: _____

Permit No: _____

In accordance with section 553.791 (15), *Florida Statutes* pertaining to Private Provider Services, we are providing the Building Division with the final disposition of the building inspection conducted under our authority. To the best of my knowledge and belief, the building components and site improvements outlined herein and inspected under my authority have been completed in conformance with the approved plans and the applicable codes per FBC 110.

I respectfully request the issuance of a certificate of occupancy and/or completion as applicable.

SUMMARY OF INSPECTIONS:

- | | | |
|-----------------------|------|-----|
| 1. Building: | Yes: | No: |
| 2. Mechanical: | Yes: | No: |
| 3. Electrical: | Yes: | No: |
| 4. Plumbing: | Yes: | No: |
| 5. Gas: | Yes: | No: |

Private Provider Signature: _____

Note: In accordance with section 553.791, Florida Statutes, the certificate of compliance may be signed by any qualified licensed individual employed full time by the private provider from under whose authority the inspection was completed.

From: Jillian Kraynak <Jillian.Kraynak@em.myflorida.com>

Sent: Tuesday, May 12, 2026 10:17 AM

To: Madani, Mo <Mo.Madani@myfloridalicense.com>

Cc: Michael Burchette <Michael.Burchette@em.myflorida.com>; Rebecca Quinn <rebecca@rcquinnconsulting.com>

Subject: Proposed Private Provider Forms based on HB 803 - Inspection Form and Certificate of Compliance Form

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Morning Mo,

We have reviewed the draft forms distributed for comments on May 1, and offer the following:

Private Provider Inspection Form:

It is unclear what “Inspection Code” means and what is expected to be inserted for “Description.” We suggest the form have a list of checkboxes based on the numbered items listed for required inspections in Sec. 110.3. That way, both private providers and local building officials do not have to paraphrase, and it will be clearer in the local jurisdiction’s records when all required inspections have been reported.

Our specific interests are item 1.1 and item 6.1 regarding inspections of buildings in flood hazard areas. When the form is submitted for those buildings, it will be clearer for when the local official needs to review pursuant to Secs. 105.14.1 and 107.6.1.

Private Provider Certificate of Compliance Form:

Suggesting inclusion of a new line under “Address,” for the private provider to indicate: “Flood hazard area: € Yes € No”. This indicates when the local building official needs to review pursuant to Sec. 105.14.1 and Sec. 107.6.2, which specifically refers to affidavits certifying compliance.

In addition, Sec. 111.2 specifies what certificates of occupancy must contain, including “6. For buildings and structures in flood hazard areas, a statement that documentation of the as-built lowest floor elevation has been provided and is retained in the records of the authority having jurisdiction.”

Please let us know if you have any questions.

Best,



Jillian Kraynak, CFM, FCCM

State NFIP Coordinator | State Floodplain Manager

Bureau of Mitigation | Florida Division of Emergency Management

2489 Shumard Oak Blvd

Tallahassee, FL 32311

Office Helpline: (850) 815-4556

Work Cell: (850) 296-4100

Jillian.Kraynak@em.myflorida.com

Under Florida law, correspondence with the Florida Division of Emergency Management concerning agency business that is neither confidential nor exempt pursuant to Florida Statutes is a public record and will be made available to the public upon request

From: JoAnn Snyder Slattery <JSnyderSlattery@naplesgov.com>
Sent: Saturday, May 2, 2026 11:44 AM
To: Madani, Mo <Mo.Madani@myfloridalicense.com>
Cc: Zachary Wiggins <zwiggins@naplesgov.com>; Beethova Loriston <bloriston@naplesgov.com>
Subject: comments on Proposed Forms based on HB 803 Private Provider Inspection Form Private Provider Certificate of Compliance Form

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Dear Mr. Madani,

Suggestions regarding the proposed forms posted as of 5/1/26:

1. Include the name of the Private Provider firm and the Private Provider individual in the header information on each form.
2. Omit or modify the statement on the Inspection form certifying conformance with the approved plans and applicable codes, since that could only be truthfully signed on a “passed” inspection. Could say something like “Inspected for conformance with the approved plans and the applicable codes.”
3. Format Certificate of Compliance to fit on one page.
4. Include the tax ID on the Certificate of Compliance (similar to the Notice to Building Official of Use of Private Provider).
5. On Certificate of Compliance, fix the typo in the statute note at the bottom “....employed full time by the private provider FIRM (not from).....”. Because of that statute provision, the signature line should also have a line for printed name and qualifying license.
6. Include source “Florida Building Commission” and effective date of the form.
7. I don’t see the need for owner name on the Inspection form, or applicant name and address on the Certificate of Compliance.

Yours truly,



JoAnn Slattery
Building Plans Examiner
City of Naples Building Department
295 Riverside Circle | Naples, FL 34102
jsnyderslattery@naplesgov.com
www.naplesgov.com
phone: 239-213-5067

From: Scott McAdam <smcadam@indianriver.gov>
Sent: Friday, May 1, 2026 3:48 PM
To: Madani, Mo <Mo.Madani@myfloridalicense.com>
Subject: comments for Private Provider forms

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Mo,
The three comments already listed all indicate the same comment from Dan. Sergio's and Paul's comments both come up with Dan's.

Here are my comments.
For the PP Cert of Compliance add the following to the list of applicable code.
Residential
Energy
Accessibility
And might even think about Fair Housing.

For both forms.
Add line for Email Address:
Add line for Phone Number:
Add Line for Private Provider Firm:
Add line for Private Provider:

Here is a suggested Notary Block for the C of C form.

Acknowledgement for Person in an Individual Capacity	Acknowledgement for Person in a Representative Capacity
State of Florida, County of _____ The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 20_____, by _____ who is ☐ personally known or ☐ produced identification Type of ID Produced _____ Printed Name of Notary _____ Signature of Notary _____ Notary Seal _____	State of Florida, County of _____ The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization this _____ day of _____, 20_____, by _____ (Name of Person) as _____ (Explain Representative Capacity) for _____ (Name of Party on Behalf of Whom Instrument was Executed). who is ☐ personally known or ☐ produced identification Type of ID Produced _____ Printed Name of Notary _____ Signature of Notary _____ Notary Seal _____

Thank you

Scott P. McAdam, CBO, MCP
Building Official
Indian River County
Phone (772)226-1268
Fax (772) 770-5333
Email: smcadam@indianriver.gov

Madani, Mo

From: Ascunce, Sergio (RER) <Sergio.Ascunce@miamidade.gov>
Sent: Friday, May 1, 2026 2:35 PM
To: Madani, Mo
Cc: Rojas, Edward A. (RER); Gascon, Jaime (RER)
Subject: State Standardized Private Provider Forms
Attachments: Standardized Private Provider Inspection Report.pdf; Standardized Private Provider Certificate of Compliance.pdf

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Good afternoon, Mo,

I hope this email finds you well. I have reviewed the proposed standardized private provider forms to be provided by the commission and wish to offer examples of the forms we have developed for the same purposes. Our forms are fillable and unlocked for your use and have a generic look. Through evolution we have created our forms to be acceptable to most private provider firms, who have completed them electronically. Our forms offer additional choice and statuses not covered by the commission's proposal. Please consider our forms as examples of what the commission can release. Should you need further assistance please feel free to contact me.

Best regards,

Sergio T. Ascunce, **Deputy Building Official**
Office of the Assistant Director for the Building and Environment Permitting Division
Miami-Dade County Department of Regulatory and Economic Resources
11805 SW 26th Street, Executive Offices
(786)-315-2334 Fax-(786)315-2929
www.miamidade.gov/development
"Delivering Excellence Every Day"

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P Please consider the environment before printing this email or any other document. 

STANDARDIZED PRIVATE PROVIDER INSPECTION REPORT

Private Provider Firm: _____

Name of Private Provider: _____ Lic. No.: _____

Phone No.: _____ Email: _____

Company Address: _____

City: _____ State: _____ Zip: _____

Contractor Company Name: _____ Owner Builder: ☐

Qualifier Name: _____ Qualifier Phone No.: _____

Project Name/Description: _____

Site Address: _____

Master Permit No.: _____ Subsidiary Permit No.: _____

Trade: ☐ Building ☐ Electrical ☐ Mechanical ☐ Plumbing ☐ Roofing

Inspection Date: _____ Time: _____ Inspection Report No.: _____

Inspection (Category) & Type: (_____) _____ Disposition: _____

Comments:

Additional Actions Required: ☐ Re-inspection Required ☐ Elevation Certificate Required
☐ Plan Revision Required ☐ Shop Drawing Required
☐ Subsidiary Permit Required ☐ Special Insp. Report Required
☐ Other: _____

I hereby certify that the above inspection is true and correct and has been inspected in accordance with the applicable Florida Building Code, reference standards, and approved permit documents.

Duly Authorized Rep. Name: _____ License No.: _____

Signature: _____
(Written or electronic signature)

STANDARDIZED PRIVATE PROVIDER CERTIFICATE OF COMPLIANCE

Instructions: Submit one certificate of compliance separately for each permit.

Date Issued: _____

Private Provider Firm: _____

Name of Private Provider: _____ Lic. No.: _____

Phone No.: _____ Email: _____

Company Address: _____

City: _____ State: _____ Zip: _____

Contractor Company Name: _____ Owner Builder: ☐

Qualifier Name: _____ Qualifier Phone No.: _____

Project Name/Description: _____

Site Address: _____

Master Permit No.: _____ Subsidiary Permit No.: _____

Attestation statement:

As the private provider of record having performed and approved the required inspections, as indicated in the attached approved inspection log, I hereby attest that to the best of my knowledge, belief and professional judgment,

the trade (select one): ☐ Building ☐ Electrical ☐ Mechanical ☐ Plumbing ☐ Roofing

covered by the above referenced permit has been approved in accordance with the approved plans and the provisions of all applicable laws and technical codes. I also attest that all construction deviations from the original permit application, plans, and all necessary shop drawings have been filed with the building department in the form of permit revisions and in compliance with all the provisions of the law. This document is being prepared in accordance with F.S. 553.791 and is being submitted to the Miami-Dade County Building Department at the time of the final inspection for the above referenced permit.

Private Provider's Name: _____ License No.: _____

Signature: _____
(Wet signature and seal or digitally signed w/3rd party certificate for architect or engineer, notary for building code administrator)

STATE OF _____ COUNTY OF _____

Sworn to (or affirmed) and subscribed before me this _____ day of _____, 20____, by _____

Name of Notary Public: _____ Signature of Notary: _____

Personally known to me or Produced identification (type) _____ (NOTARY SEAL)

Madani, Mo

needed

From: Tatiana Gust <tgust@elitepermits.com>
Sent: Wednesday, May 6, 2026 8:52 AM
To: Madani, Mo
Subject: Private Provider Forms Suggestions
Attachments: Proposed_PP_certificate_of_compliance V1.2.docx;
Proposed_Private_Provider_Inspection_form V1.2.docx

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Good morning Mo, attached are both documents with some minor modifications to the original forms, I labeled V1.2 so it is easier to identify. I volunteer to help format the forms once they are completed so they can be fillable and distributable to everyone, as they are they are rudimentary but the information is the important part of it. Thank you for making this available for public comments as this makes it much efficient for everyone.

Have a great day!



Tatiana Gust
Principal

P: (239) 280-0570
E: tgust@elitepermits.com
2670 Horseshoe Dr N #205, Naples, FL 34104

www.elitepermits.com/



Private Provider Certificate of Compliance

Local Building Department _____

Project Address: _____

Permit No: _____

In accordance with section 553.791, *Florida Statutes* pertaining to Private Provider Services, we are providing the Building Division with the final disposition of the building inspection conducted under our authority.

To the best of my knowledge and belief, the building components and site improvements outlined herein and inspected under my authority have been completed in conformance with the approved plans and the applicable codes for:

- | | | | |
|-----------------------|------|-----|------|
| 1. Building: | Yes: | No: | N/A: |
| 2. Mechanical: | Yes: | No: | N/A: |
| 3. Electrical: | Yes: | No: | N/A: |
| 4. Plumbing: | Yes: | No: | N/A: |
| 5. Gas: | Yes: | No: | N/A: |

Private Provider Name _____ . License# _____

Private Provider Signature: _____

Attestation and Notary:

State of Florida, City / County of _____ Before me, this _____ day of _____, 20____, personally appeared _____, who executed the foregoing instrument, and acknowledged that same was executed for the purposes therein expressed.

- Personally Known
- Produced Identification
- Type of ID:

Notary Public Signature: My Commission Expires:

Note: In accordance with section 553.791, Florida Statutes, the certificate of compliance may be signed by any qualified licensed individual employed full time by the private provider from under whose authority the inspection was completed. (this is not in the statutes, Private Provider in responsible charge should sign this form, this may give the impression that a duly authorized representative may sign this form)

Private Provider Inspection Form

Permit #: _____	Project Name: _____
Site Address: _____	Inspection Report #: _____
Owner Name: _____	Contractor: _____
Private Provider: _____	Inspection Date: _____

Inspection Code: _____

Inspection Description: _____

Inspection Result: Passed ____ Partial Pass ____ Failed ____ Canceled ____ Not Required ____

Area Inspected & Comments: _____

I hereby certify that the above-referenced inspection has been completed and is in conformance with the approved plans and the applicable codes.

BY: _____
(Print Name)

License #: _____

Signature: _____

Madani, Mo

From: Denese Dore <denese@inspected.com>
Sent: Saturday, May 16, 2026 5:32 PM
To: Madani, Mo
Cc: Ian Cohen
Subject: Public Comment on HB 803 Private Provider Standardized Forms
Attachments: FBC Recommendations - Inspected.pdf

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Mr. Madani,

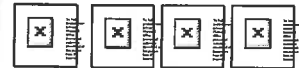
On behalf of My Amelia Inc. dba Inspected, we would like to express our appreciation for your review and consideration of the enclosed materials. We look forward to continuing to work with your team and hope this information helps streamline the Private Provider inspection and closeout process.

Please find enclosed our comments regarding the standardized Inspection Report and Certificate of Compliance (COC) forms, along with sample form templates for your review and consideration.

Denese Dore
Compliance Director
email: denese@inspected.com
phone: 833-242-3567



[inspected.com](https://www.inspected.com)



<https://www.linkedin.com/company/inspected-com>

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Dear Mr. Mo Madani,

On behalf of My Amelia Inc. dba Inspected, we respectfully submit the following recommendations to help streamline the Private Provider inspection and closeout process pursuant to Florida Statute §553.791.

Our goal is to improve efficiency, simplify document review, reduce unnecessary duplication, and create easier references for Building Department staff while maintaining clear accountability and code-compliance documentation.

We recommend simplifying Inspection Reports and Certificates of Compliance to include only as project identifiers this will make it easier for all stakeholders to identify documents.

- Permit Number • Project Address

Additional information, such as owner, contractor, applicant, sub-permits, inspection codes, and report numbers, already exists within the permit record and creates unnecessary administrative duplication.

We also recommend allowing a single inspection report to document multiple inspections completed by the same inspector during a single site visit. This reduces excessive document generation while maintaining a clear inspection history.

Inspection documentation should focus primarily on the licensed inspector performing the work, including:

- Inspector Name • License Number • Inspection Date • Result

For Certificates of Compliance, we recommend referencing the attached Inspection Log rather than condensed inspection summaries or trade grids. This provides a cleaner, easier-to-review format while preserving a complete inspection history.

Finally, we recommend allowing compliant digital signatures in place of notarization requirements to further support efficient electronic permitting and permit closeout processes.

These recommendations are intended to create a more efficient, standardized, and user-friendly process for both Building Department staff and Private Providers.

Additionally, the current wording in Florida Statute §553.791(13) and Section (15) of HB 809 already requires the Private Provider to sign and seal or electronically transmit documents to the local building official. Accordingly, we respectfully request that separate notarization requirements be removed, as the signed and sealed documents already provide the required professional accountability and authentication.

Respectfully,



Denese Dore

Compliance Director

1250 S. Pine Island Road Suite 500 Plantation, FL 33324

(954) 820-4874

Permits@Inspected.com

<https://www.inspected.com>

PRIVATE PROVIDER INSPECTION REPORT

Performed Pursuant to Florida Statute 553.791

Permit Number	_____
Project Address	_____
Inspection Session Date	_____
Private Provider Firm	_____

Inspection Types Performed During This Inspection Session

Inspection Type	Result	Date	Notes / Comments

Inspector Certification

I hereby certify under penalty of perjury that the above-described inspection(s) were personally performed by me, or under my responsible supervision, pursuant to Florida Statute 553.791, and that the items inspected were found to be in substantial compliance with the applicable provisions of the Florida Building Code and approved permit documents to the extent inspected.

Inspector Printed Name	_____
License Number	_____
Signature	_____
Date Signed	_____

PRIVATE PROVIDER CERTIFICATE OF COMPLIANCE / COMPLETION

Performed Pursuant to Florida Statute 553.791

Permit Number:	_____
Project Address:	_____
Inspection Session Date:	_____
Private Provider Firm:	_____

Attestation Statement

In accordance with section 553.791, Florida Statutes, pertaining to Private Provider Services, the undersigned hereby provides the final disposition of the inspections performed under our authority. To the best of my knowledge, belief, and professional judgment, the building components and site improvements inspected under our authority and attested to by licensed professionals have been completed in substantial compliance with the approved plans and applicable codes for the above-referenced project.

Attached is the inspection log and/or inspection reports supporting this Certificate of Compliance/Completion.

Applicable Trades (select all that apply):

☐ Building ☐ Electrical ☐ Mechanical ☐ Plumbing ☐ Roofing ☐ Solar PV ☐ Gas

Signature: (digitally signed)

In accordance with section 553.791, Florida Statutes, the Certificate of Compliance may be signed by any qualified licensed individual employed full-time by the Private Provider firm.

Permit Number:
Project Address:

PRIVATE PROVIDER INSPECTION LOG

Performed Pursuant to Florida Statute 553.791

Inspection Date	Inspection Type / Description	Inspector Name	License Number	Result	Comments / Notes

In accordance with section 553.791, Florida Statutes, the Certificate of Compliance may be signed by any qualified licensed individual employed full-time by the Private Provider firm.

Madani, Mo

From: Jack Rauch <jack@tewandtaylor.com>
Sent: Friday, May 15, 2026 4:19 PM
To: Madani, Mo
Cc: Lisa Miller
Subject: Private Provider Association of Florida Comments on Proposed Private Provider Forms
Attachments: PPAF Proposed Inspection Report.docx; PPAF Proposed Certificate of Compliance.docx

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Mr. Madani,

Thank you for the opportunity to comment on the proposed Private Provider Inspection Form and Certificate of Compliance Form circulated under HB 803. I am writing as Chairman of the Private Provider Association of Florida (PPAF). The points below are our recommended edits to the Commission's proposed forms, and they support several comments already submitted in the open period and respond to others. Our proposed versions of both forms, incorporating these edits, are attached for the Commission's consideration.

1. Inspection Code field. The proposed Inspection Form includes an "Inspection Code" field. We recommend removing it. Inspection codes vary by municipality, jurisdictions revise them frequently, and there is no statewide code dictionary. A statewide form cannot accommodate that variability, and it is not realistic for a private provider operating across multiple jurisdictions to track every local code set. The statute already provides the uniform framework through FBC Section 110.3, which the form should reference directly through the description field. We support the comments already submitted recommending removal.

2. Notary block on the Certificate of Compliance. The proposed Certificate of Compliance includes a notary block. We recommend removing it. A notary is not legally required. F.S. 553.791 already requires the private provider to sign and seal the Certificate of Compliance or electronically transmit it to the local building official, and that statutory sign-and-seal is the authentication mechanism the legislature established. A Florida-licensed professional's seal carries legal weight and liability. Layering a notary on top is redundant and creates a real field problem: as other commenters have noted, some jurisdictions are requiring private providers to digitally sign, print the digital signature, and then physically notarize the printout, which is not consistent with the rules governing digital signatures and defeats the electronic transmission framework the statute contemplates. We support the comments already submitted on this point.

3. Compliance attestation on the Inspection Form. The proposed Inspection Form includes the language "the above-referenced inspection has been completed and is in conformance with the approved plans and the applicable codes." We recommend removing the compliance language from the Inspection

Form. That attestation cannot logically apply to a Partial Pass, Failed, or Canceled inspection. Including it on every Inspection Report creates an internal contradiction. The Inspection Report should carry only a factual attestation that the inspection was performed and the result accurately reflects field conditions. The compliance attestation belongs on the Certificate of Compliance at project closeout, where the proposed Certificate of Compliance already places it.

4. Trade categories checklist on the Certificate of Compliance. The proposed Certificate of Compliance includes a trade-by-trade checklist (Building, Mechanical, Electrical, Plumbing, Gas) with Yes / No / N/A columns. We recommend removing the checklist. F.S. 553.791 does not require a trade-by-trade breakdown on the Certificate of Compliance, and the trades inspected, dates, and results are already documented in the individual Inspection Reports attached to or incorporated by reference into the Certificate of Compliance. The checklist duplicates that information and creates two records that must be kept consistent. If the Commission retains it, the columns should be “In Compliance” / “N/A,” not “Yes” / “No,” because a private provider does not issue a Certificate of Compliance for a project that is not in compliance.

5. Single-visit inspection format. The proposed Inspection Form is structured to document one inspection per form. We recommend the form be revised to accommodate multiple inspections from a single site visit by a single inspector on a single permit (for example, all MEP roughs performed on one trip), while not functioning as a daily firm-level summary that bundles inspections across multiple jobs, permits, or inspectors. A per-visit format, with multiple numbered inspection rows, keeps the inspector attestation tied to the specific work being certified.

6. Statutory definition of “applicable codes.” F.S. 553.79 defines “applicable codes” to include the Florida Building Code and any local technical amendments but expressly excludes the fire prevention and firesafety codes adopted under Chapter 633. Some local building departments are conflating fire review with the private provider scope. We would ask the Commission to consider whether reproducing the statutory definition as a footnote on both forms, or referencing it in the form instructions, would help reinforce that distinction at the point of delivery.

7. Proposed flood hazard area checkbox. We reviewed the comment submitted recommending a flood hazard area checkbox be added to both forms. Respectfully, we recommend the Commission decline that addition. We share the goal of ensuring as-built lowest floor elevation documentation is in the record, but the 553.791 standardized forms are not the right place to capture it: (a) flood hazard determination is a separate floodplain administration function performed by the local floodplain administrator based on FIRM maps and elevation certificates, none of which fall within the private provider’s plan review and inspection scope; (b) the flood hazard determination is already in the permit record at the building department; (c) FBC Section 111.2(6) places the as-built lowest floor elevation documentation obligation on the certificate of occupancy, not on the private provider’s Certificate of Compliance; and (d) loading flood-specific fields onto forms used statewide bloats every form for the subset of projects where the field is relevant. Floodplain documentation should be requested directly from the applicant by the jurisdiction where required.

8. Duplicative and changeable fields. The proposed forms include several fields that we recommend removing because they are duplicative or because the information changes during the project: Owner Name, Contractor, Project Name, Applicant Name, the secondary Address field on the Certificate of Compliance, the Summary of Inspections Performed line on the Certificate of Compliance, and Inspection Report number. Multiple commenters have reached the same conclusion on these removals.

Permit number and Site Address are sufficient to identify the project. We also recommend the forms (a) refer to the property as “Site Address” consistently on both forms, (b) include a “Print Name” field paired with the signature, (c) include a “Date Signed” field, (d) include a footer indicating “Adopted by Florida Building Commission – Effective Date 7/1/2026,” and (e) be provided in both MS Word and form-fillable PDF versions. We understand that several commenters have offered to assist the Commission with form-fillable PDF formatting once the final forms are adopted, we would like to extend that offer as well.

Please confirm that this submission to you transmitted over email is sufficient to comply with the May 18 deadline for commentary.

The Private Provider Association of Florida is happy to participate further if it would be useful. Please feel free to contact me directly with any questions.

Respectfully,
Jack

Jack Rauch
President, Tew & Taylor
Chairman, Private Provider Association of Florida
Office: 561-366-0100
Cell: 843-441-6080
www.tewandtaylor.com

STATE OF FLORIDA
PRIVATE PROVIDER INSPECTION REPORT

PROJECT INFORMATION			
Permit Number		Inspection Date	
Jurisdiction			
Site Address			

PRIVATE PROVIDER	
Firm Name	
Inspector Printed Name	
Inspector License Number	

INSPECTION RESULTS (per FBC Section 110.3)			
No.	Inspection Description (FBC 110.3)	Result	Deficiency (if any)
1			
2			
3			
4			
5			
6			

INSPECTION SUMMARY / COMMENTS

INSPECTOR ATTESTATION

I hereby certify, in accordance with section 553.791, Florida Statutes, that the inspection(s) listed above have been performed under my authority on the permit and site identified above, and that the results stated above accurately reflect the conditions observed in the field as of the inspection date.

Authorized Signature		Date Signed	
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STATE OF FLORIDA
PRIVATE PROVIDER CERTIFICATE OF COMPLIANCE

PROJECT INFORMATION			
Permit Number(s)		Date of Certification	
Jurisdiction			
Site Address			
Firm Name			

PRIVATE PROVIDER ATTESTATION

Pursuant to the authority granted under Section 553.791, Florida Statutes, and to the best of my knowledge and belief, the building components and site improvements outlined herein and inspected under my authority have been completed in conformance with the approved plans and the applicable codes per FBC Section 110, as issued and approved by the governing authority having jurisdiction for this project. All required inspections, including final inspections, have been performed, and the corresponding inspection reports are attached hereto and incorporated by reference. I respectfully request the issuance of a certificate of occupancy and/or completion as applicable.

Private Provider Signature	
Printed Name	
License Number / Seal	
Date Signed	

Madani, Mo

From: Porfiri, John <jporfiri@miamigov.com>
Sent: Tuesday, May 19, 2026 3:50 PM
To: Madani, Mo
Cc: Torres III, Luis; Santamaria, Eduardo; Vivas, Elena; amarrero@miamigov.com
Subject: Proposed Standard Private Provider Forms
Attachments: Proposed PP Inspection Report.pdf; Proposed Certificate of Compliance_CO.pdf; Proposed Certificate of Compliance_TCO.pdf

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Mr. Madani,

We apologize for our late comments regarding the development of future Private Provider forms and appreciate your consideration of our feedback. After reviewing comments from other jurisdictions, we developed a draft inspection form that addresses most collective suggestions. We also wish to highlight several additional items we consider important for inclusion, as outlined below:

Inspection Report Form:

- Virtual/In-person: We agree that the private provider should specify whether the inspection was conducted virtually or in person.
- Include a designated space for the jurisdiction name, as this will facilitate organization for both the private provider and the building department.
- For inspections marked as "Partial Approval," a required narrative should always be included to clearly identify the specific items or area approved during that inspection.
- Lastly, we believe the Commission should consider allowing limited branding for private provider companies and individual jurisdictions within the form, provided it does not change the content and formatting.

Certificate of Completion:

- We generally support Miami-Dade County's proposed Certificate of Completion. However, we recommend distinguishing between the Certificate of Occupancy and the Temporary Certificate of Occupancy, as both are routinely issued statewide. For a Temporary Certificate of Occupancy, the Certificate of Completion signed by the private provider should include a brief narrative section specifying which components of the project require finalization and the scope for which the TCO is granted.

I have attached samples of documents currently in use at the City of Miami which distinguish between a CO and a TCO.

Thank you in advance for your consideration.



John R.F. Porfiri, RA, CBO
Chief of Quality Control

City of Miami Building Department
444 SW 2 Avenue, 4th Floor
Miami, Florida 33130

Office: (305) 416-1158
Mobile: (786) 972-0482
Email: jporfiri@miami.gov

For Private Provider registration and general assistance:
PrivateProvider@miami.gov

Building Department website:
www.miami.gov/My-Government/Departments/Building

Jurisdiction: _____

**PRIVATE PROVIDER
INSPECTION REPORT**

Private Provider Firm: _____

Master Permit no.: _____

Email / Tel: _____

Project Name (optional): _____

[OPTIONAL COMPANY LOGO]

Address: _____

Contractor: _____

Inspection Date: _____ Report no.: _____

Inspection category: _____

Sub-permit no. (if applicable): _____

Area(s) inspected: _____

Is this category finalized? ☐ No ☐ Yes

Is this a virtual inspection? ☐ No ☐ Yes

Actions required/Notes:

☐ Call for Re-inspection

☐ Plan Revision ☐ RFI from AOR/EOR ☐ Stop Work Order ☐ Other _____

Remarks:

Inspector: _____ **License no.** _____

☐ Private Provider or ☐ Duly Authorized Representative

Signature: _____

[DIGITAL SIGNATURE IF REQ'D]

444 SW 2nd Avenue, 4th Floor Miami, Florida 33130

CERTIFICATE OF COMPLIANCE

for CO/CC

Requests for a Certificate of Occupancy (CO) or Certificate of Completion (CC) must be made in substantially the same language and form displayed below, adjusted as necessary. The field above may be used for the Private Provider's company logo & contact information.

Permit Number: BD25-026551-001-B001

「 」

L _____ J

Form D.1 Rev. 02-14-2024

444 SW 2nd Avenue, 4th Floor Miami, Florida 33130

CERTIFICATE OF COMPLIANCE

for TCO/TCC

Requests for a Temporary Certificate of Occupancy (TCO) must include a detailed explanation of what portion or portions of the building is deemed ready for occupancy, and/or under what conditions occupancy may be permitted. Requests for a Temporary Certificate of Completion (TCC) must be equally descriptive. The field above may be used for the Private Provider's company logo & contact information.

Date May 18, 2026

Mr. Luis Torres
Building Official
City of Miami Building Department
444 SW 2nd Avenue, 4th Floor
Miami, Florida 33130

Project Name: Project With No Name

Address: 1234 Biscayne Boulevard Avenue

Permit Number: **BD25-026551-001-B001**

Dear Building Official,

To the best of my knowledge, belief, and professional judgment, all required inspections have been completed in conformance with the approved plans and applicable codes, except that a portion (or portions) of the scope of work authorized under the aforementioned permit has not been fully completed, and/or conditions exist which have not yet been satisfied, as follows:

[EXPLAIN IN DETAIL] *[Provide a key plan or other graphic as may be necessary or useful to fully describe the approved area(s) of the project for which this TCO/TCC is being requested.]*

I HEREBY ATTEST that to the best of my knowledge, belief and professional judgment, there are no known issues relating to life safety, ADA/FHA or structural conditions which would preclude the issuance of a Temporary Certificate of ***[Occupancy or Completion]***.

Respectfully submitted,

(Private Provider's Name)
(License No.)

[]

L

Seal/Signature/Date

Madani, Mo

From: Team Coastal Code <team@coastalcodeservices.com>
Sent: Thursday, May 14, 2026 4:25 PM
To: Madani, Mo
Subject: CCS Proposed PP forms for HB803 and F.S. 553.791
Attachments: PP COC.pdf; PP INSPECTION LOG.pdf

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Good afternoon Mo,

I attached our submittal below of the proposed PP inspection log and COC.

Thank you!!

Best Regards,
-Brittany

BU1927, BN4963, PX2534, HI14664, MRSA4875
Coastalcodeservices@gmail.com
coastalcodeservices.com



NOTE: CCS is NOT a permitting company and has no official role in the permitting process.

PRIVATE PROVIDER CERTIFICATE OF COMPLIANCE

PER FS 553.791

SITE ADDRESS: _____

PERMIT #: _____

SUMMARY OF INSPECTIONS:

Building ☐

Plumbing ☐

Electrical ☐

Gas ☐

Mechanical ☐

Roof ☐

To the best of my knowledge and belief, the building components and site improvements outlined herein and inspected under my authority have been completed in conformance with the approved plans and the applicable codes. I have attached a summary of all inspections performed by me or my authorized representatives.

DATE: _____

PRIVATE PROVIDER SIGNATURE: _____

PRIVATE PROVIDER INSPECTION REPORT

PER FS 553.791

Permit #: _____

Inspection Date: _____

Site Address: _____

Private Provider: _____

Inspection Type: _____

Inspection Result:

☐ PASS ☐ PARTIAL PASS ☐ FAILED ☐ CANCELED

Inspector Comments:

Inspector Name: _____

Inspector Signature: _____

License #: _____

I hereby certify that the above-referenced inspection has been completed and in conformance with the approved plans and applicable codes.

NOTE: In accordance with Florida Statutes 553.791, the inspection form must bear the written or electronic signature of the private provider or the private provider's duly authorized representative. Inspection services provided by the private provider is limited to building code compliance and does not include review for fire prevention, fire safety, land use, environmental or other codes.

Madani, Mo

From: Lisa Miller <LisaMiller@LisaMillerAssociates.com>
Sent: Friday, May 22, 2026 1:59 PM
To: Madani, Mo
Cc: Jack Rauch; Miles Seekford
Subject: Private Provider Association of Florida Comments on Proposed Private Provider Forms

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Hi Mo, on behalf of The Private Provider Association of Florida, we are recommending the following additional refinements to reduce implementation disputes and preserve statewide consistency:

1. Clarify authorized representatives
The phrase “under my authority” may imply personal performance of inspections. To align with section 553.791, revise to:
“Performed by the private provider and/or duly authorized representatives acting under my authority pursuant to section 553.791, Florida Statutes.”
2. Recognize electronic signatures and seals
Add: “Electronic signatures and digital professional seals that comply with Florida law satisfy all signature and seal requirements of this form.”
3. Standardize inspection results
Define permitted outcomes to ensure uniform use: Pass; Partial Pass; Failed; Canceled; Reinspection Required; Not Required
4. Define applicable codes
Clarify by statute:
“Applicable codes shall have the meaning assigned in section 553.79, Florida Statutes.”
5. Clarify firm identification
Revise “Firm Name” to: “Private Provider Firm Name.”
6. Limit local modification
Add footer language:
“This form is adopted by the Florida Building Commission and may not be modified by local jurisdictions except as authorized by law.”

We appreciate you and want to stress that recognition of duly authorized representatives, acceptance of electronic signatures and prevention of local form modification will significantly reduce post-adoption ambiguity.

Thank you,

Lisa Miller, Executive Director
Private Provider Association of Florida
www.LisaMillerAssociates.com
850-528-9229