

Troubleshooting the Elevation Certificate

1. The elevation certificate must be legible.
2. The property address on the elevation certificate and the application must match. If they do not, please document that they pertain to the same building and explain why two different addresses are shown.
3. The elevation certificate must show "as built" construction unless the building really is in the course of construction. A finished construction elevation certificate must be provided prior to renewal for policies issued as course of construction.
4. Does the diagram number shown on the elevation certificate correspond with the lowest adjacent grade and the lowest floor elevation? (It is helpful to draw a diagram with the elevations in place to see the relationship of the lowest floor to the ground. Look at the elevation diagrams to see if it looks correct).
5. Are the number and size of openings completed for elevated buildings in all A zones?
6. Is the elevation certificate signed? (We can use older elevation certificates but we need dated photos less than 90 days old—clear shot of front and rear, foundation to roof)
7. Breakaway wall certification.
8. V zone – accurate replacement cost.