

LETTERHEAD

Letter of Compliance of a 40-Year Old or Older Building

Sample Letter

Date

Dear Building Official:

In accordance with Section §8-11(f) of the Code of Miami-Dade County, I have performed an inspection of the building located at _____ and determined that the building is structurally and electrically safe for continued use under present occupancy.

The findings of my inspection are summarized in this written report that follows the Minimum Inspection Procedural Guidelines for Building Recertification. This report does not preclude the building from subsequent inspections as deemed necessary by the Building Official.

To avoid possible misunderstanding, nothing in this report should be construed directly or indirectly as a guarantee for any portion of the structure. To the best of my knowledge and ability, this report represents an accurate appraisal of the present condition of the building based upon careful evaluation of observed conditions, to the extent reasonably possible.

Should you have any questions concerning this report please, contact _____.

Respectfully,