Madison County -Virtual Roofing Inspection Requirements

Required Documentation

- **Permit Number:** Must be clearly visible in the photograph.
- **Contractor License:** Current state or local registration number.
- **Property Address:** Full physical address matching the permit.
- **Date & Time:** Timestamp of when photos were taken.

General Photo Standards

- **High Resolution:** Clear, sharp images under daylight conditions.
- **No Edits:** Raw files without filters or digital alterations.
- **Context Shots:** Wide angles showing the entire roof structure.
- **Close-Up Shots:** Tight, macro views of specific components.

Specific Photo Checklist at least 20 detailed photographs

1. Preparation & Decking

- **Tear-Off:** Entire roof deck showing complete shingle removal or metal removal.
- **Deck Condition:** Close-ups of any replaced or repaired plywood.
- **Nailing Pattern:** Visible spacing of fasteners on the decking.

2. Underlayment & Flashing

- **Drip Edge:** Installation at both eaves and rakes.
- **Ice & Water:** Shield placement in valleys and eaves.
- **Field Underlayment:** Full coverage with visible overlapping lines.
- **Valleys:** Metal valley liners or woven underlayment details.
- **Flashing:** Step flashing at walls, chimneys, and dormers.

3. Final Cover & Ventilation

- **Fasteners:** Correct depth and placement on starter strips.
- **Field Shingles:** Completed courses showing alignment and exposure.
- **Penetrations:** Boot flashings around plumbing vents and pipes.
- **Ventilation:** Cut-out for ridge vents before cap installation.
- **Ridge Caps:** Final installation of ridge and hip shingles.

Submission Guidelines

- **Format:** Single PDF document or designated portal upload.
- **Labeling:** Name every photo file by its specific component.
- **Deadlines:** Submit photos within 24 hours of roof completion.

I understand that virtual roofing inspections through photographs is a privilege. If my photographs do not clearly and properly represent this roofing job completed by code, a Certificate of Completion for the roofing project will not be issued and the job will not be approved.

Signature _____ Print Name _____Date_____