



Green Building Inspection Form

Project Number: _____

Project Address: _____

Instructions

1. Before issuance of a building permit, the owner or financially responsible party shall appoint a Green Building Inspector to verify means and methods are utilized to achieve certification.
2. Upload the completed form to your permit record using the document category Green Building Inspection Form.
3. Embed the completed form in your permit review set.

Property Owner or Financially Responsible Party Signature

I hereby certify that the Green Building Inspector named below has been hired to perform the services outlined below. It is the responsibility of the owner or the owner's designee to notify the professional in a timely manner when the services are required.

Signature _____ Print Name _____

Date _____ Email _____

Green Building Inspector

I hereby certify that I have been hired to perform the Green Building Inspections outlined below and I am an approved consultant for the selected green building certification program.

Signature _____ Print Name _____ Date _____

Email _____ Firm Name _____

Firm Phone _____

Inspection Timing/Descriptions

The Final Report shall be uploaded promptly via the [Seattle Services Portal](#) to the special inspection record. The report will be reviewed by the Green Building Team prior to inspection and must be on letterhead from the Green Building Inspector appointed above.

Final Report: prior to certificate of occupancy or prior to final inspection if no certificate of occupancy is required, Final Report shall include:

1. A summary of the site inspections performed during construction.
2. Test results for air infiltration and commissioning results for ventilation systems.
3. Evidence to demonstrate compliance with one of the embodied carbon reduction strategies.
4. Confirmation that no fossil fuel equipment or appliances were installed except as allowed by Director's Rule 2-2025.
5. Acknowledge that a majority of the documentation, testing results and other information has been collected to meet the certification level required.