



Semper Fi Home Inspection App

User Guide

App version 2.9.51 (build 140) · September 2026

Every screen in this guide is the real app. The company, inspector, clients and properties shown are invented for the guide.

Semper Fi Home Inspections · Temecula, California
app.semperfiservicesolutions.com · [Google Play](#)

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CHAPTER 1

Getting the app

The app runs on Android phones and tablets, and in any web browser on an iPhone, iPad, Mac or PC. It is one account and one set of inspections wherever you open it - start a job on the phone, finish the report on the computer.

Android - install from Google Play

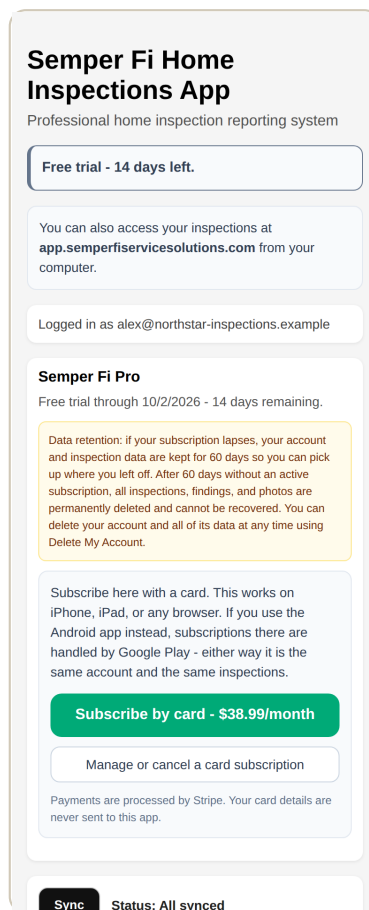
- 1 Open Google Play on the phone and search for **Semper Fi Home Inspection**, or open the link below.
- 2 Tap **Install**. The app is about 5 MB.
- 3 Open it and create your account (next chapter). The Android app is the one to use on site: it works with no signal and keeps a copy of every photograph in your phone's gallery under *Pictures / Semper Fi Inspections*.

→ **Get it on Google Play** <https://play.google.com/store/apps/details?id=com.semperfihomeinspection.app>

iPhone, iPad, Mac or PC - use it in the browser

Go to **app.semperfiservicesolutions.com**. Nothing to install. On an iPhone or iPad you can add it to the Home Screen so it opens full screen and works offline like the Android app:

- 1 Open **app.semperfiservicesolutions.com** in Safari.
- 2 Tap the **Share** button - the square with an arrow pointing up.
- 3 Scroll down and tap **Add to Home Screen**.
- 4 Tap **Add**. It now opens from your Home Screen like any other app.



The in-app instructions for adding the app to an iPhone Home Screen (reached from the login screen).

- **Open the app in your browser** <https://app.semperfiservicesolutions.com>
- **Video: adding the app to an iPhone (English)** <https://youtu.be/QxqlDfSkeM>
- **Video: adding the app to an iPhone (Spanish)** <https://youtu.be/nZOZR05uUek>
- **All walkthrough videos on YouTube** <https://www.youtube.com/playlist?list=PLJrRhVC1CiUU>

The app is available in English and Spanish. Tap **EN** or **ES** at the top of the login screen, or in the walkthroughs, to switch. Home and commercial reports print in either language; the Texas, Florida and REAC forms print in English with a supplemental report in Spanish.

Your account

Creating an account

- 1 On the login screen tap **Need an account? Sign up.**
- 2 Enter your full name, the email address you want to log in with, and a password. The email must be one you can receive mail at - it is how you reset a forgotten password.
- 3 Tap **Terms of Service** to read them inside the app. The button at the end of the text ticks the box for you. **Privacy Policy** opens our website in your browser.
- 4 Tick the box and tap **Create Account.**

EN ES

Semper Fi Home Inspections App

Create your account to get started.

14 days free. No credit card, no payment method, nothing to cancel - the trial is granted by us, not by Google Play.

Alex Rivera

alex@northstar-inspections.example

☐ I have read and agree to the [Terms of Service](#) and acknowledge the [Privacy Policy](#).

Create Account

Forgot Password

Already have an account? Log in

You can also access your inspections at app.semperfiservicesolutions.com from your computer.

Terms of Service

Effective date: 2026-09-08

1. Agreement

These Terms of Service ("Terms") are a binding agreement between you and Semper Fi Home Inspections ("we", "us", "our") covering your use of the Semper Fi Home Inspections application, whether you use it on Android, on iPhone or iPad, or in a web browser (the "App").

By creating an account, or by using the App, you agree to these Terms. If you do not agree, do not create an account and do not use the App.

If you are using the App on behalf of a company, you confirm you have authority to bind that company, and "you" means both you and that company.

2. Who may use the App

The App is a professional tool for property inspectors. You must be at least 18 years old and legally able to enter into a contract.

You are responsible for holding whatever licences, certifications, insurance and registrations your work requires in your state or jurisdiction. We do not verify credentials, and nothing in the App grants you authority to perform or sign any inspection you are not otherwise qualified to perform.

I have read and agree

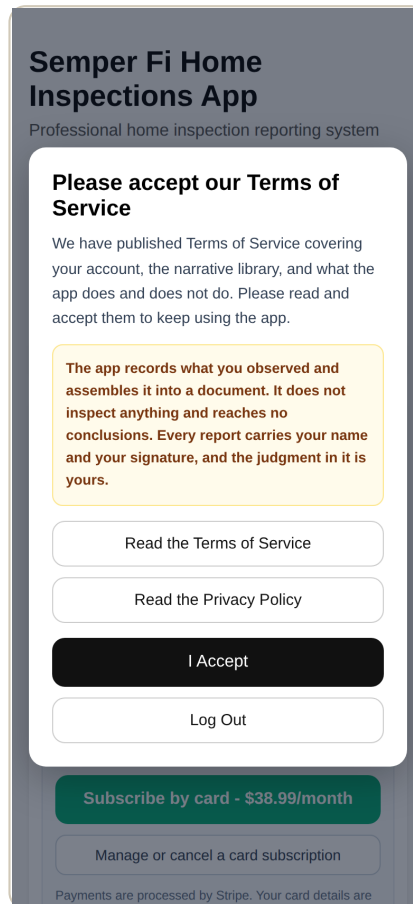
your computer.

The sign-up form, and the Terms of Service opened from it.

The trial is 14 days, granted by us the moment the account is created. No card, no payment method, nothing to cancel. InterNACHI members get 30 days by entering their member number on the sign-up form (open the InterNACHI offer page first so the field appears).

First login

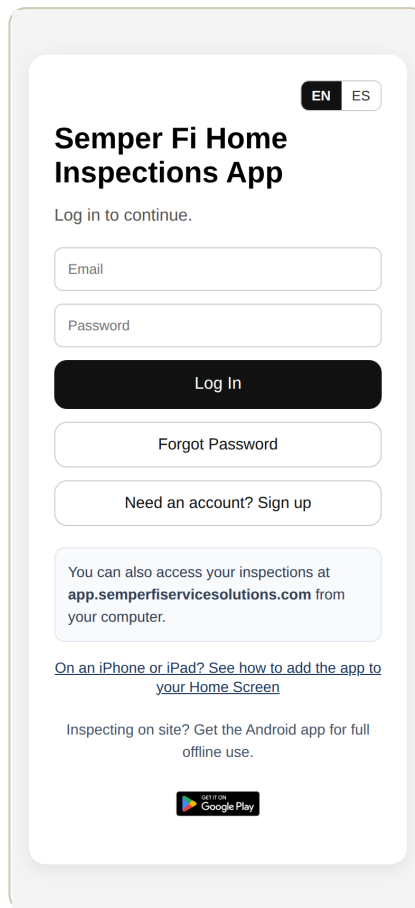
The first time you log in, the full Terms of Service appear over the screen. Read them and tap **I Accept**. This happens once per account (and again only if the terms are revised). The same screen offers **Read the Privacy Policy** and **Log Out**.



The acceptance screen on first login.

Logging in, and a forgotten password

Enter your email and password and tap **Log In**. If you have forgotten the password, tap **Forgot Password**: a reset link is emailed to the address on the account. The link needs a connection and expires, so open it soon after it arrives.



The login screen. The language switch (EN / ES) is top right; the Google Play badge and the iPhone instructions are at the bottom.

Subscription, trial and what happens after

The home screen shows how many trial days remain. When the trial ends the app asks you to subscribe. **Inspector plan - \$38.99 per month**: home, commercial, Texas TREC and both Florida forms, unlimited inspections and reports, English and Spanish, cancel any time. On Android the subscription is handled by Google Play; on iPhone, iPad, Mac or PC tap **Subscribe by card** on the home screen and pay through Stripe - your card details never touch this app. Either way it is the same account and the same inspections.

The **REAC NSPIRE plan - \$199.99 per month** adds the REAC NSPIRE pre-inspection module (Chapter 13) and includes everything in the Inspector plan. It is purchased in the browser at app.semperservicesolutions.com and then works on Android too.

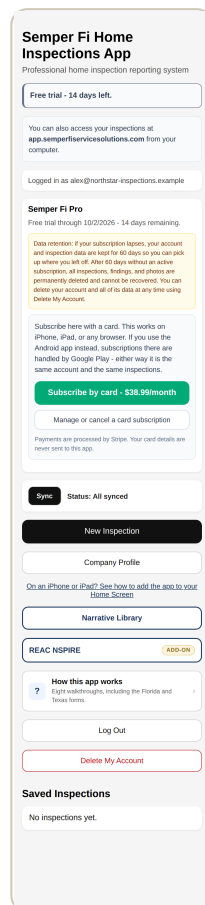
Data retention. If your subscription lapses, your account and inspection data are kept for 60 days so you can pick up where you left off. After 60 days without an active subscription, all inspections, findings and photos are permanently deleted. You can delete your account and all of its data at any time with **Delete My Account** on the home screen - the app asks you to confirm, and warns that it is permanent.

CHAPTER 3

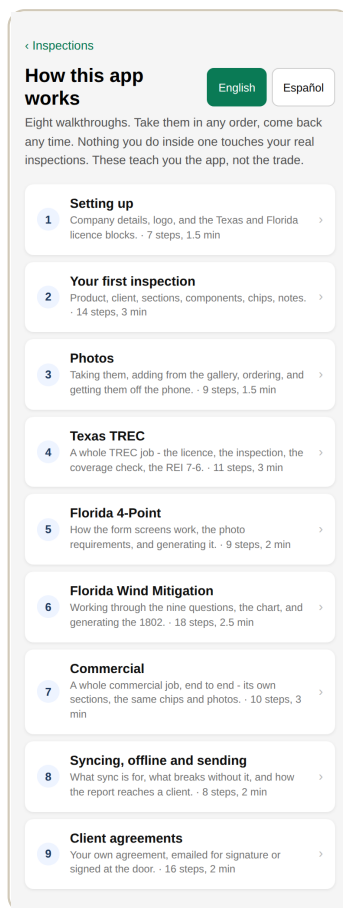
The home screen

Everything starts here. From top to bottom:

- **Trial / subscription card** - days remaining, the subscribe button, and the data-retention notice.
- **Sync** - sends everything recorded on this device to the server and pulls down what changed elsewhere. *Status* tells you whether anything is still waiting. Chapter 14 explains why this matters before you generate a document.
- **New Inspection** - opens the form for a new job (Chapter 5).
- **Company Profile** - your letterhead, logo, licences and client agreements (Chapter 4).
- **Narrative Library** - the written observations the app offers you as chips (Chapter 7).
- **REAC NSPIRE** - the pre-REAC module (Chapter 13). Marked *ADD-ON* until the plan is on the account.
- **How this app works** - nine guided walkthroughs inside the app, in both languages, with simulated screens you can tap.
- **Log Out** and **Delete My Account**.
- **Saved Inspections** - every job on the account, newest first. A green *Continue where you left off* card appears above it once you have started one.



The home screen of a new account.



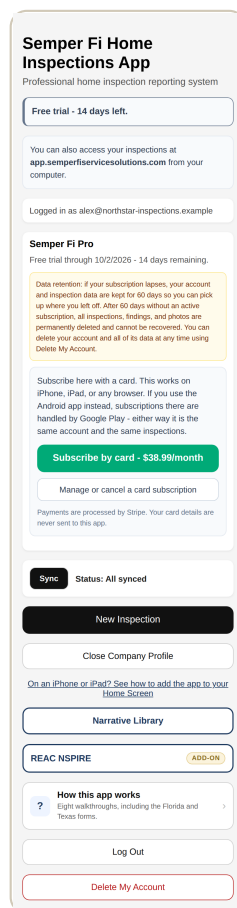
The nine in-app walkthroughs. Nothing you do inside one touches your real inspections.

CHAPTER 4

Company profile, logo and licences

Everything you type here prints at the top of every report you ever send. Fill it in once, before your first job.

- 1 On the home screen tap **Company Profile**.
- 2 **Company Name, Inspector Name, Inspector Certification, License, Phone, Email, Website** - this is the letterhead a client reads before they read a word of the report.
- 3 **Mailing address** and **REAC inspector ID** print on the REAC report cover only.
- 4 **Texas (TREC) Details** - your TREC licence number, and your sponsor's name and licence if you hold an Apprentice or Real Estate Inspector licence. Used only on the REI 7-6. Leave blank if you do not inspect in Texas.
- 5 **Florida Details** - licence type, licence number and your initials. Used only on the 4-Point and Wind Mitigation forms. Leave blank if you do not inspect in Florida.
- 6 **Logo** - tap **Choose file**, pick your logo (PNG or JPEG), then tap **Upload Logo**. It prints on the report cover.
- 7 Tap **Save Company Profile**. The panel closes and *Company profile saved* appears.



The profile filled in for the invented company used throughout this guide.

Company Profile

Northstar Home Inspections

Alex Rivera

InterNACHI Certified Professional Inspector

HI-00000

(555) 010-2020

alex@northstar-inspections.example

northstar-inspections.example

100 Sample Street, Suite 2, Anytown, CA 00000

AD00000

Texas (TREC) Details

Used only on the TREC REI 7-6 form. Leave blank if you do not inspect in Texas.

TREC 00000

Sponsor is required only if you hold an Apprentice or Real Estate Inspector licence and work under a Professional Inspector.

Sponsoring Professional Inspector

Sponsor TREC License #

Florida Details

Used only on the 4-Point and Wind Mitigation forms. Leave blank if you do not inspect in Florida.

License Type

Left blank, this is taken from the qualification you tick on the Wind Mitigation form.

HI00000

A.R.

Printed on the Inspectors Initials line at the bottom of every page of the CIR-05-1002. Left blank, we use the initials of your inspector name.

Signature

Draw it once. It stays on this device only - never on our server - and is added to a report or form only when you choose to sign it.

No signature saved yet.

Draw Signature

Report Logo

Further down the same panel: the Texas and Florida licence blocks.

The Texas and Florida blocks are attestations. The app fills in what you typed; it never decides whether you are qualified to sign a state form.

CHAPTER 5

A home inspection, step by step

This chapter follows one job from the New Inspection form to the finished PDF. Every other inspection type uses the same screens with a different section list, so read this one first.

1. Create the inspection

- 1 Tap **New Inspection** on the home screen.
- 2 Under **What are you inspecting?** pick the product - here, **Home Inspection**. The choice decides the section list, the checklist and which documents the job can produce. It can be changed later.
- 3 Client name, email and phone; the property address; optionally the client's current address, inspection time and fee.
- 4 **Inspection Date** is required. **Type of Inspection** (Buyer / Pre-Purchase, Pre-Listing, and so on) prints on the cover. Tick **Has Pool / Spa** to add that section.
- 5 Tap **Save Inspection**. The job is saved on the device immediately - no signal needed - and the inspection screen opens.

The screenshot shows the 'New Inspection' form in the Semper Fi Home Inspection App. At the top, there's a 'Delete My Account' link. Below it, a subscription section offers a card subscription for \$38.99/month, with links to manage or cancel the subscription. A 'Sync' button shows the status as 'All synced'. A 'Close Form' button is present. The 'Company Profile' section includes a link to add the app to the home screen. The 'Narrative Library' section lists 'REAC NSPIRE' with an 'ADD ON' button. A 'How this app works' section explains that it provides right walkthroughs, including Florida and Texas forms. A 'Log Out' button is located below. The 'What are you inspecting?' section lists several inspection types: 'Home Inspection' (selected), 'Texas TREC', 'Florida 4 Point', 'Florida Wind Mitigation', and 'Commercial Inspection'. At the bottom, there are input fields for the client's name (Jordan Lee), email (client@example.com), phone ((555) 010-3030), and an optional field for the client's current address.

The New Inspection form, filled in.

2. The inspection screen

The top card shows the details (tap **Edit Inspection** to change them). Below it: the **Cover Photo** (take one, choose one from the gallery, or upload a file - then tap **Upload Cover Photo**); **Quick Access** with the buttons you use most; then the sections grouped as Exterior / Structure, Interior Living Areas, Systems / Utility Areas, and the Bedrooms and Bathrooms you add.

The screenshot shows a mobile app interface for an inspection. At the top, there's a 'Back' button and the address '123 Sample Lane, Anytown, CA 00000'. Below this is the 'Inspection Details' section with an 'Edit Inspection' button. The details include: Client: Jordan Lee, Client Email: client@example.com, Client Phone: (555) 010-3030, Date: 2026-09-17, Type: Buyer / Pre-Purchase, Pool/Spa: No, and Texas (TREC REI 7-6): No. The 'Cover Photo' section has buttons for 'Take Cover Photo', 'Choose Cover Photo', and 'Upload Cover Photo', with a note 'No cover photo selected yet.' The 'Quick Access' section features a yellow warning box stating 'Not synced yet - documents will be missing this work' and explaining that changes recorded on the device have not reached the server yet. Below the warning are buttons for 'Open Garage', 'Add Bedroom', 'Add Bathroom', 'Email the agreement', 'Sign at the door', 'Print / Save Home Inspection', and 'Imprimir / guardar en español'. The 'Florida insurance forms' section has a note about adding either form to the inspection to produce it from this visit, and buttons for '+ 4-Point' and '+ Wind Mitigation'. At the bottom, there are sections for 'Bedrooms' and 'Bathrooms', each with a note 'No bedrooms added yet.' and 'No bathrooms added yet.' and an 'Add' button.

The inspection screen just after saving. The yellow line says one change has not reached the server yet.

Add Bedroom and **Add Bathroom** ask for a name ("Primary Bedroom", "Hall Bathroom") and add a room with its own component list. Add as many as the house has.

3. Work a section

- 1 Tap a section - **Roof**, say. Each component in it has five statuses: **OK**, **DEFECT**, **SAFETY**, **NI** (not inspected) and **NP** (not present). Tap one for every component. Every tap saves on the device as you go.
- 2 **Section Details (optional)** at the top holds section-level fields (materials, viewed from, and so on) that print above the components.

The Roof section before anything is marked.

4. Record a defect

Tap **DEFECT** (or **SAFETY**) and the finding panel opens under the component:

- 1 **Severity** - MINOR, MODERATE or MAJOR.
- 2 **Your narratives** - the library's written observations for this component, as chips. Tap one or more; each drops its text into **Notes** and its recommendation into **Recommendation**. **Add my own narrative** saves a new one for next time.
- 3 Type anything else in **Notes** and **Recommendation**, then tap **Save Severity / Notes / Recommendation**.
- 4 **Photos** - **Take Photo** opens the camera, **Choose Photo** opens the gallery. Then tap **Upload Photo**. The photograph prints beside this finding. Chapter 6 covers markup and ordering.
- 5 On a TREC job the grey line under the severity ("TREC I.C Roof Covering Materials → I and D will be checked") tells you which box on the state form this component fills.

Roof

Tap a status for each component.

Section Details (optional)

Show

Roof coverings photo uploaded.

Roof coverings

OK

DEFECT

SAFETY

NI

NP

Severity

MINOR

MODERATE

MAJOR

TREC L/C Roof Covering Materials -- I and D will be checked

Your narratives

It saved - tap more than one

Hail-related shingle damage

Missing or displaced shingles

Excessive granule loss observed

Curling or cupping shingles

Exposed fasteners on covering

Second roofing layer present

Ridge cap shingles damaged

Debris accumulation in valleys

Add my own narrative

Notes

backed out above the surface of the shingles in one or more locations. Exposed fasteners can create a path for water intrusion. Several shingles missing on the south slope near the ridge. Underlayment exposed.

Recommendation

Recommend repair by a licensed roofing contractor before close of escrow.

Save Severity / Notes / Recommendation

Photos

Take Photo

Choose Photo

Upload Photo

Selected file: roof.jpg

Photo uploaded successfully.

Back up

A MODERATE defect on the roof covering: two narrative chips selected, notes and recommendation filled, and a photograph uploaded.

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Primary Bedroom

Bedroom workflow

Evidence of moisture/stains saved as OK.

Walls/Ceiling

OK DEFECT SAFETY NI NP

TREC I.E Walls (Interior and Exterior) -- I will be checked

Your narratives 3 saved - tap more than one

No deficiencies observed

Serviceable, normal wear

Recently finished surfaces

Add my own narrative

Notes

Recommendation

Save Severity / Notes / Recommendation

Photos

Take Photo Choose Photo

Upload Photo

No photo selected yet.

Floors

OK DEFECT SAFETY NI NP

TREC I.F Ceilings and Floors -- I will be checked

Your narratives 3 saved - tap more than one

No deficiencies noted

Serviceable, normal wear

Recently replaced flooring

Add my own narrative

Notes

Recommendation

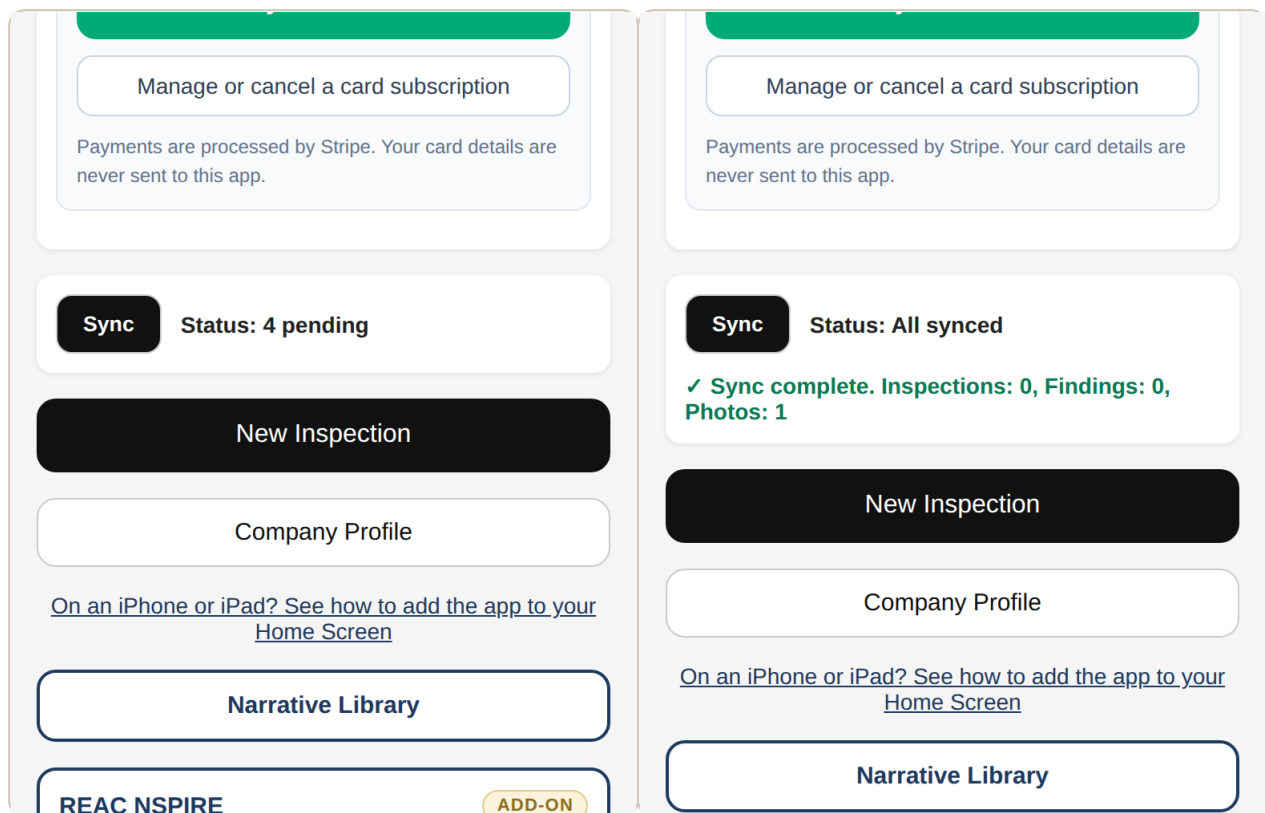
A **SAFETY** finding in a bedroom, recorded the same way.

Tap **Back** to return to the inspection screen and open the next section. The section list does not have to be done in order.

5. Sync, then generate the report

Reports are built on the server from what it has received. Anything still waiting on the device prints blank - no error, just a report missing the last hour. So:

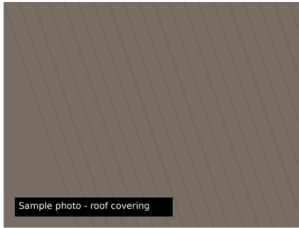
- 1 With a signal, tap **Sync** on the home screen and wait for *Status: All synced*. The yellow "Not synced yet" line on the inspection screen disappears.
- 2 Open the inspection and tap **Print / Save Home Inspection**. If you have a saved signature you can sign the report; otherwise tap **Generate Without Signing**.
- 3 The PDF downloads (on Android it opens in your viewer and lands in Downloads). **Imprimir / guardar en español** produces the Spanish version of the same report.



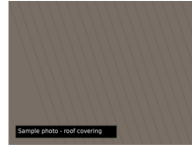
Before and after Sync: 19 items waiting, then All synced.

Alex Rivera
InterNACHI Certified Professional Inspector
HI-00000
Phone: (555) 010-2020
Email: alex@northstar-inspections.example
<https://northstar-inspections.example>

Client: Jordan Lee
Client Email: client@example.com
Client Phone: (555) 010-3030
Property: 123 Sample Lane, Anytown, CA 00000
Date: 2026-09-17
Type of Inspection: Buyer / Pre-Purchase



Notes: 1. One or more shingles were observed missing, lifted, or displaced from their original position. Exposed underlayment or decking at these locations is more susceptible to water intrusion.
2. Roofing fasteners were observed exposed or backed out above the surface of the shingles in one or more locations. Exposed fasteners can create a path for water intrusion.
Several shingles missing on the south slope near the ridge. Underlayment exposed.
Recommendation: Recommend repair by a licensed roofing contractor before close of escrow.



1. One or more shingles were observed missing, lifted, or displaced from their original position. Exposed underlayment or decking at these locations is more susceptible to water intrusion.
2. Roofing fasteners were observed exposed or backed out above the surface of the shingles in one or more locations. Exposed fasteners can create a path for water intrusion.
- Several shingles missing on the south slope near the ridge. Underlayment exposed.

Status: Ok

Status: Ok

Status: Ok

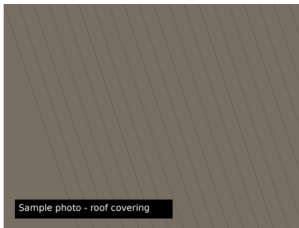


Northstar Home Inspections

Alex Rivera
InterNACHI Certified Professional Inspector
HI-00000
Phone: (555) 010-2020
Email: alex@northstar-inspections.example
<https://northstar-inspections.example>

Reporte de inspección de vivienda

Cliente: Jordan Lee
Correo del cliente: client@example.com
Teléfono del cliente: (555) 010-3030
Inmueble: 123 Sample Lane, Anytown, CA 00000
Fecha: 2026-09-17
Tipo de inspección: Buyer / Pre-Purchase



Recámara

Contactos / apagadores

Estado: Riesgo de seguridad

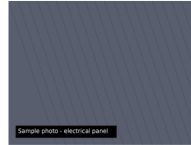
Gravedad: Mayor

Defecto material

Notas [sin traducir]: A receptacle was observed energized but without a functioning ground path during testing. An ungrounded, energized receptacle is a shock hazard where connected equipment relies on the ground path for protection.

Outlet next to the window shows open ground on the tester.

Recomendación: Haga que un electricista certificado evalúe y corrija el problema.



A receptacle was observed energized but without a functioning ground path during testing. An ungrounded, energized receptacle is a shock hazard where connected equipment relies on the ground path for protection. Outlet next to the window shows open ground on the tester.

Muros / plafón

Estado: Correcto

Pisos

Estado: Correcto

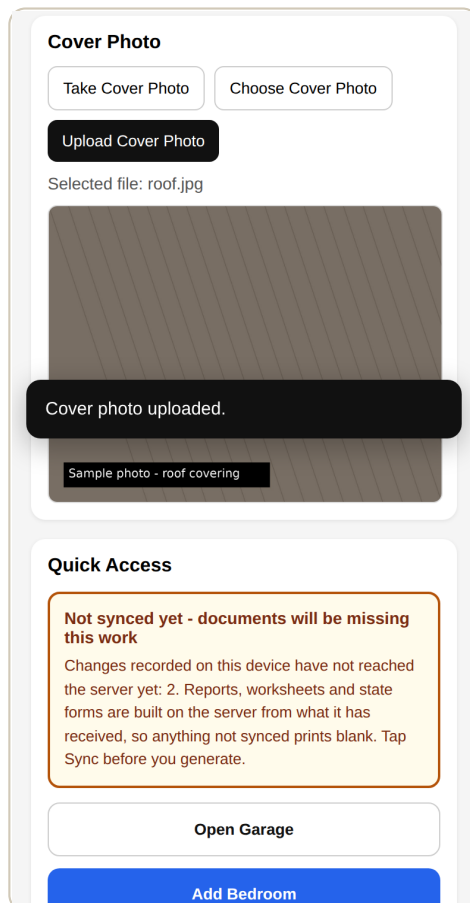
Puertas

Estado: Correcto

The same job printed with Imprimir / guardar en español.

Photographs

- **Where they go.** Every finding, the cover, each Florida photo set and each REAC deficiency has its own photo controls. A photograph belongs to the thing it was taken under and prints beside it.
- **Take Photo** opens the camera; **Choose Photo** opens the gallery; on a computer, **Upload Photo** lets you pick a file. iPhone HEIC files are accepted.
- **Markup.** After a photo is added, tap it to draw arrows and circles and add a note; the marked-up copy is what prints.
- **Order.** Photographs print in the order shown under the finding; use the arrows to reorder. **Remove** takes one off the finding.
- **No signal.** Photographs are stored on the device and go up on the next sync. On Android a copy is also written to the phone gallery under *Pictures / Semper Fi Inspections*, so nothing is lost if the app is uninstalled.
- **Storage full.** The app refuses the photo and tells you, rather than deleting anything.



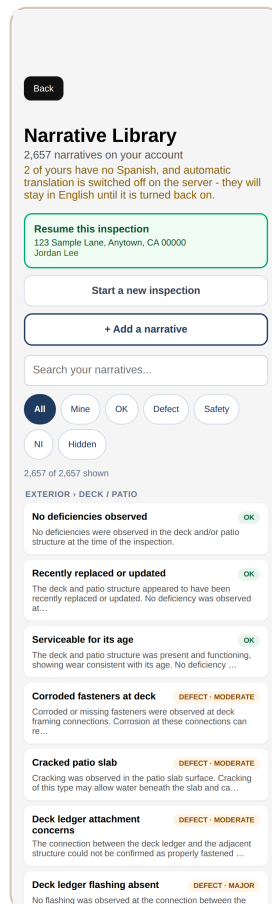
The cover photo block on the inspection screen.

CHAPTER 7

The narrative library

The app ships with 2,657 written observations covering every section and component, in English and Spanish. They appear as chips on every finding panel, filtered to the component you are on. You never have to use them - and anything you write yourself is saved and offered next time.

- 1 Tap **Narrative Library** on the home screen. Filter by **All**, **Mine**, status (OK / Defect / Safety / NI) or **Hidden**.
- 2 **+ Add a narrative**: choose the section, component, status and severity, give it a short chip label, write the observation (goes in Notes) and the recommendation, and tap **Save to library**.
- 3 Open any narrative to edit it, **hide** it so it stops appearing as a chip (reports that already used it are unchanged), or **delete** one of your own.



The library, with the filters and the first entries.

The library is cached on the device, so the chips work with no signal. Edits made offline are sent on the next sync.

Client agreements

You paste your own agreement wording once - one per inspection type, and a separate Spanish one if you want it. We supply no template and never edit or translate what you wrote. The app delivers it, records the signature, and emails the signed PDF to both of you.

Set up the wording

- 1 Open **Company Profile** and scroll to **Client Agreements**. Pick the inspection type and **English version** or **Spanish version**.
- 2 Type a **Document title** and paste the **Agreement wording**.
- 3 Tap a **marker** to drop it where the cursor is: `{{client_name}}`, `{{property_address}}`, `{{inspection_date}}`, `{{fee}}`, `{{company_name}}`, `{{inspector_name}}`, `{{license_number}}` and so on. Each is filled in per job.
- 4 Tick **I wrote this agreement or have the right to use it** and tap **Save agreement**.

The agreements editor with sample wording and the marker chips.

Send it, or sign at the door

On the inspection screen, under Quick Access: **Email the agreement** sends the client a link to read and sign on their own phone (sync the inspection first). **Sign at the door** opens the agreement on your phone - hand it to the client, they type their name, sign with a finger, tick

the acknowledgement and tap **Agree and sign**. That works with no signal; the signature goes up on your next sync and the signed PDF is emailed to both of you.

Close

Residential Inspection Agreement

Hand the phone to your client.

INSPECTION AGREEMENT

This agreement is between Northstar Home Inspections (the Inspector) and Jordan Lee (the Client) for a visual inspection of the property at 123 Sample Lane, Anytown, CA 00000 on September 16, 2026.

1. Scope. The inspection is a non-invasive visual examination of the readily accessible systems and components of the home. It is not a code compliance inspection, a warranty, or a guarantee.
2. Fee. The fee for this inspection is \$450, due at or before the inspection.
3. Report. The Client will receive a written report

Type your full name

Sign below

Clear

Email for their copy

2026.

1. Scope. The inspection is a non-invasive visual examination of the readily accessible systems and components of the home. It is not a code compliance inspection, a warranty, or a guarantee.
2. Fee. The fee for this inspection is \$450, due at or before the inspection.
3. Report. The Client will receive a written report

Type your full name

Jordan Lee

Sign below



Clear

Email for their copy

client@example.com

☒ I have read this agreement and I agree to it. I understand my signature is recorded electronically.

Agree and sign

Signed here, this is stored on the phone and goes up on your next sync. The document records that it was signed in person.

Sign at the door: the agreement with the job's details filled in, then signed by the client.

CHAPTER 9

Commercial inspection

Pick **Commercial** on the New Inspection form. It runs exactly like a home inspection - statuses, severity, narratives, notes, photographs, sync, report - with its own section list following the InterNACHI-CCPIA Commercial Standards of Practice: Site and Grounds, Building Exterior and Envelope, Overhead Doors and Loading, Roof, Structure and Foundation, Decks / Balconies / Walkways, Heating and Ventilation, Cooling, Plumbing, Electrical, Vertical Transportation, Special Systems, Life Safety and Fire Protection, Doors / Windows / Interior, Restrooms and Accessibility, Cooking Area, Attic / Insulation / Ventilation, Fireplaces.

The screenshot displays the 'New Inspection' form in the Semper Fi Home Inspection App, specifically for a 'Commercial' inspection. At the top, there is a green header bar with the text 'New Inspection - Commercial report'. Below this, a button labeled 'Imprimir / guardar en español' is visible. The main content area is a list of inspection sections, each with a corresponding button. The sections are grouped into five main categories: 'Site / Exterior', 'Structure', 'Building Systems', 'Life Safety', and 'Interior'. Each category contains several sub-sections. The 'Site / Exterior' category includes 'Site and Grounds', 'Building Exterior and Envelope', 'Overhead Doors and Loading', and 'Roof'. The 'Structure' category includes 'Structure and Foundation' and 'Decks, Balconies and Walkways'. The 'Building Systems' category includes 'Heating and Ventilation', 'Cooling', 'Plumbing', 'Electrical', 'Vertical Transportation', and 'Special Systems'. The 'Life Safety' category includes 'Life Safety and Fire Protection'. The 'Interior' category includes 'Doors, Windows and Interior', 'Restrooms and Accessibility', 'Cooking Area', 'Attic, Insulation and Ventilation', and 'Fireplaces'. The list of sections is scrollable, as indicated by the '...' at the bottom of the list.

A commercial job: the section groups Site / Exterior, Structure, Building Systems, Life Safety and Interior.

Back

Roof

Tap a status for each component.

Roof covering

OK

DEFECT

SAFETY

NI

NP

Exposed membrane

OK

DEFECT

SAFETY

NI

NP

Slopes and drainage design

OK

DEFECT

SAFETY

NI

NP

Ponding

OK

DEFECT

SAFETY

NI

NP

Roof drains and scuppers

OK

DEFECT

SAFETY

NI

NP

Overflow drains

OK

DEFECT

SAFETY

NI

NP

Gutters

OK

DEFECT

SAFETY

NI

NP

Downspouts

OK

DEFECT

SAFETY

NI

NP

Flashings and counterflashing

OK

DEFECT

SAFETY

NI

NP

Parapets and copings

OK

DEFECT

SAFETY

NI

NP

The commercial Roof section has its own components.



Northstar Home Inspections

Alex Rivera
InterNACHI Certified Professional Inspector
HI-00000
Phone: (555) 010-2020
Email: alex@northstar-inspections.example
<https://northstar-inspections.example>

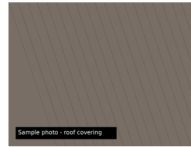
Commercial Property Inspection Report

Client: Sample Properties LLC
Client Email: client@example.com
Client Phone: (555) 010-3030
Property: 1000 Industrial Way, Anytown, CA 00000
Date: 2026-09-17
Type of Inspection: Buyer / Pre-Purchase

Roof

Roof covering

Status: Defect
Severity: Major
Recommendation: Have a commercial roofing contractor evaluate and price repairs before purchase.



Exposed membrane

Status: Ok

Slopes and drainage design

Status: Ok

Ponding

Status: Ok

Roof drains and scuppers

Status: Ok

Overflow drains

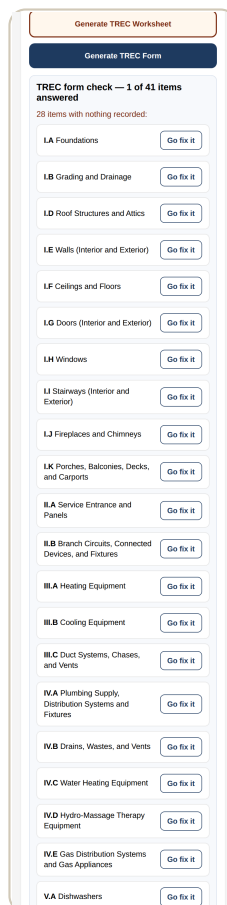
Status: Ok

Print / Save Commercial Report produces the commercial report.

Texas TREC (REI 7-6)

Pick **Texas TREC** on the New Inspection form (or tick *Texas (TREC REI 7-6)* on a home inspection). You get the full home inspection plus two extra documents: the **TREC Worksheet** and the promulgated **REI 7-6** form, which fills itself in from what you mark - each component's grey line tells you which TREC item it feeds.

- 1 Make sure your TREC licence (and sponsor, if any) is in Company Profile. It prints on the form.
- 2 Work the sections as in Chapter 5.
- 3 Sync, then tap **Generate TREC Form**. The app first runs a **coverage check**: it lists every TREC item with nothing recorded and offers **Go fix it** for each. Nothing is generated until you choose to.
- 4 **Generate TREC Worksheet** gives you the item-by-item worksheet; **Generate TREC Form** gives you the REI 7-6 itself.



The coverage check: 1 of 41 items answered on this sample job, and the list of what is missing.



PROPERTY INSPECTION REPORT FORM

Casey Nguyen	September 17, 2020
Name of Client	Date of Inspection
456 Example Drive, Sampleville, TX 00000	
Address of Inspected Property	
Alex Rivera	TREC 00000
Name of Inspector	TREC License #
Name of Sponsor (if applicable)	TREC License #

PURPOSE OF INSPECTION

A real estate inspection is a visual survey of a structure and a basic performance evaluation of the systems and components of a building. It provides information regarding the general condition of a residence at the time the inspection was conducted. It is important that you carefully read ALL of this information. Ask the inspector to clarify any items or comments that are unclear.

RESPONSIBILITY OF THE INSPECTOR

This inspection is governed by the Texas Real Estate Commission (TREC) Standards of Practice (SOPs), which dictates the minimum requirements for a real estate inspection.

The inspector IS required to:

- use this Property Inspection Report form for the inspection;
- inspect only those components and conditions that are present, visible, and accessible at the time of the inspection;
- indicate whether each item was inspected, not inspected, or not present;
- indicate an item as Deficient (D) if a condition exists that adversely and materially affects the performance of a system or component OR constitutes a hazard to life, limb or property as specified by the SOPs; and
- explain the inspector's findings in the corresponding section in the body of the report form.

The inspector IS NOT required to:

- identify all potential hazards;
- turn on decommissioned equipment, systems, utilities, or apply an open flame or light a pilot to operate any appliance;
- climb over obstacles, move furnishings or stored items;
- prioritize or emphasize the importance of one deficiency over another;
- provide follow-up services to verify that proper repairs have been made; or
- inspect system or component listed under the optional section of the SOPs (22 TAC 535.233).

RESPONSIBILITY OF THE CLIENT

While items identified as Deficient (D) in an inspection report DO NOT obligate any party to make repairs or take other actions, in the event that any further evaluations are needed, it is the responsibility of the client to obtain further evaluations and/or cost estimates from qualified service professionals regarding any items reported as Deficient (D). It is recommended that any further evaluations and/or cost estimates take place prior to the expiration of any contractual time limitations, such as option periods.

Please Note: Evaluations performed by service professionals in response to items reported as Deficient (D) on the report may lead to the discovery of additional deficiencies that were not present, visible, or accessible at the time of the inspection. Any repairs made after the date of the inspection may render information contained in this report obsolete or invalid.

REPORT LIMITATIONS

This report is provided for the benefit of the named client and is based on observations made by the named inspector on the date the inspection was performed (indicated above).

ONLY those items specifically noted as being inspected on the report were inspected.

This inspection IS NOT:

- a technically exhaustive inspection of the structure, its systems, or its components and may not reveal all deficiencies;
- an inspection to verify compliance with any building codes;
- an inspection to verify compliance with manufacturer's installation instructions for any system or component and DOES NOT imply insurability or warrantability of the structure or its components.

REI 7-6 (8/10/21)

Promulgated by the Texas Real Estate Commission • (512) 936-3000 • www.trec.texas.gov

Report Identification: 456 Example Drive, Sampleville, TX 00000

I=Inspected NI=Not Inspected NP=Not Present D=Deficient
I NI NP D

I. STRUCTURAL SYSTEMS

☐ ☐ ☐ ☐ A. Foundations

Type of Foundation(s):

Comments:

☐ ☐ ☐ ☐ B. Grading and Drainage

Comments:

☒ ☐ ☐ ☒ C. Roof Covering Materials

Type of Roof Covering:

Viewed From:

Comments:

Roof coverings (DEFECT): One or more shingles were observed missing, lifted, or displaced from their original position. Exposed underlayment or decking at these locations is more susceptible to water intrusion. Recommendation: Have a licensed roofing contractor replace the affected shingles.

☐ ☐ ☐ ☐ D. Roof Structures and Attics

Viewed From:

Approximate Average Depth of Insulation:

Comments:

☐ ☐ ☐ ☐ E. Walls (Interior and Exterior)

Comments:

☐ ☐ ☐ ☐ F. Ceilings and Floors

Comments:

☐ ☐ ☐ ☐ G. Doors (Interior and Exterior)

Comments:

☐ ☐ ☐ ☐ H. Windows

Comments:

☐ ☐ ☐ ☐ I. Stairways (Interior and Exterior)

Comments:

☐ ☐ ☐ ☐ J. Fireplaces and Chimneys

Comments:

☐ ☐ ☐ ☐ K. Porches, Balconies, Decks, and Carports

Comments:

☐ ☐ ☐ ☐ L. Other

Comments:

II. ELECTRICAL SYSTEMS

☐ ☐ ☐ ☐ A. Service Entrance and Panels

Comments:

Page 3 of 6

REI 7-6 (8/9/21)

Promulgated by the Texas Real Estate Commission (512) 936-3000 www.trec.texas.gov

The REI 7-6: page 1 with the property, client and inspector, and page 3 with I.C Roof Covering Materials marked Inspected and Deficient from the roof finding.

Property Inspection Report - transcription worksheet

Northstar Home Inspections

It organizes this inspection's findings into REI 7-6 order so they can be transcribed. Texas law requires delivery on the official TREC REI 7-6 form.

1. Open TREC's official REI 7-6 fillable PDF alongside this worksheet.
2. Work down in order. Each item below matches an item on the official form.
3. I and D are filled in from what you recorded.
4. Optional Systems with no findings default to NP - correct any the property has.
5. Mark NI yourself, with a reason, on anything you could not inspect.
6. Copy each comment into the matching comment area on the official form.
7. Review UNPLACED FINDINGS at the end and place those by hand.

Page 1

456 Example Drive, Sampleville, TX 00000

Page 3

Florida 4-Point

Pick **Florida 4-Point** on the New Inspection form, or add the form to an existing home inspection with **+ 4-Point** under *Florida insurance forms* - same client, same address, same photos. The inspection screen shows where each form section's answers live, and two buttons: **Open 4-Point Questions** and **Generate 4-Point Form**.

- 1 Tap **Open 4-Point Questions**. The top block is **Photographs the underwriter requires** - seven photo sets (dwelling each side, roof each slope, water heater with TPRV, under-cabinet plumbing, exposed valves, main panel with door label, panel with cover off, plus every hazard). These are pictures, not answers: tap **Take Photo** on each.
- 2 Then the four systems - **Electrical, HVAC, Plumbing, Roof** - as tap-to-answer fields: panel type, amps, wiring types, hazards present, and so on. Every answer saves as you go, with no signal needed.
- 3 Sync, then tap **Generate 4-Point Form**. If photo sets are still missing the app tells you how many before it generates.

The screenshot shows the '4-Point Inspection' screen in the Semper Fi Home Inspection App. At the top, there's a 'Back' button and the title '4-Point Inspection'. Below the title, it says '0 answers recorded - 789 Palm Court, Examplestown, FL 00000'. A yellow box contains instructions: 'Photographs the underwriter requires — take them here', '7 of 7 photo sets still needed. These are pictures, not form answers - tap to open and use Take Photo on each one.', and a note: 'Citizens will not accept a 4-point without these. Each photograph is filed against this inspection and uploads with everything else on the next sync.' Below this, there are seven photo sets, each with a 'Take Photo' button and a 'Choose Photo' button. The sets are: 'Dwelling — each side' (0 of 4), 'Roof — each slope' (0 of 1), 'Water heater including TPRV' (0 of 1), 'Under-cabinet plumbing / drains' (0 of 1), 'Exposed valves' (0 of 1), 'Main service panel with interior door label' (0 of 1), and 'Electrical box with panel cover off' (0 of 1). The last set, 'Every hazard or deficiency noted', has a green checkmark and a 'Take Photo' button. Below the photo sets is the 'Electrical System' section, which includes a note: 'Single-strand aluminum remediation needs separate documentation certified by a licensed electrician.' and two input fields: 'The home' (Application / policy number) and 'Year of home'. At the bottom, there's a 'Main Panel' section with a 'Type' input field.

The 4-Point questions screen: the required photo sets, then the Electrical System.

Take Photo
Choose Photo

Every hazard or deficiency noted
0

Take Photo
Choose Photo

Electrical System

Single-stand aluminum remediation needs separate documentation certified by a licensed electrician.

The home

Application / policy number

Year of home

1998

Main Panel

Type

☒ Circuit breaker

☐ Fuse

Total amps

200

Amperage sufficient for current usage?

☒ Yes ☐ No

Panel age

2015

Year last updated

Brand / model

Square D QO

Second Panel

Type

☐ Circuit breaker

☐ Fuse

Total amps

Amperage sufficient for current usage?

☐ Yes ☐ No

Panel age

Year last updated

Brand / model

Answering the electrical block - tap the option that matches what you found.

Florida Wind Mitigation (OIR-B1-1802)

Pick **Florida Wind Mitigation** on the New Inspection form, or add it with + **Wind Mitigation**. Tap **Open Wind Mitigation Questions**.

- 1 **Owner information** is taken from the inspection (owner name, address); add county, insurance company, policy number, year of home and number of stories.
- 2 **Your qualification to sign this form** - tick the one that applies. Section 627.711 F.S. limits who may sign a 1802; this is your attestation and nothing here is filled in for you.
- 3 The nine questions - 1 Building Code, 2 Region, 3 Roof Slope, 4 Roof Covering (with 4.2 Product Approval), 5 Roof Deck Attachment, 6 Roof to Wall Attachment, 7 Roof Geometry, 8 Sealed Roof Deck, 9 Opening Protection. Tap + to open one and pick the option that matches; the wording is the form's own.
- 4 Sync, then tap **Generate OIR-B1-1802**.

Owner Name: Riley Morgan
Address: 789 Palm Court, Exampletown, FL 00000

Contact Person

Home Phone

Work Phone

Cell Phone

Email

City

State

Zip

County

Insurance Company

Policy #

Year of Home

of Stories

Your qualification to sign this form
Section 627.711 F.S. limits who may sign a 1802. Tick the one that applies to you - this is your attestation, so nothing here is filled in for you.

☒ Home inspector licensed under s. 488.8314, with 3+ hours of CLB-approved hurricane mitigation training

☐ Building code inspector certified under s. 468.607

☐ General, building or residential contractor licensed under s. 489.111

☐ Professional engineer licensed under s. 471.015

☐ Professional architect licensed under s. 481.213

☐ Other individual or entity recognised by the insurer

The wind mitigation questions with three of them opened.

REAC NSPIRE pre-inspection module

For housing authorities, Section 8 landlords, multifamily owners and the inspectors they hire: walk a property the way HUD will, before HUD does. The module records deficiencies against HUD's NSPIRE standards - all 63 of them, with HUD's own severities, points and correction timeframes - and shows a projected score using HUD's arithmetic. It works with no signal.

An independent pre-inspection prepared for the property owner. Not a HUD inspection. Not affiliated with HUD, REAC, or any HUD contractor. HUD scores from a statistical sample of units that HUD selects, so an official inspection may examine different units and reach a different score.

1. Open the module and create a job

- 1 Tap **REAC NSPIRE** on the home screen. The first time, with a signal, wait until the red banner is gone - that is HUD's standards being stored on the device.
- 2 Tap **New pre-REAC inspection**: property name, address, units to inspect (optional - once you add units the score is divided by how many you actually added), units at the property, date. Tap **Create**. The job is written to the device first and created on the server when it syncs, so it works with no signal.

PRE-REAC INSPECTION

REAC NSPIRE

Cancel Back to the app

Property name
Sample Gardens Apartments

Address
200 Example Boulevard, Anytown, CA 00000

Units to inspect **Units at property**
3 24

Optional. Once you add units to the job, the score is divided by how many you actually added. Context only.

Date
09/17/2026

Create

No pre-REAC inspections yet.

► **How this module works (8 min walkthrough)**
Create a job, record a deficiency, work with no signal, and generate the report.

► **Tools HUD requires (Annex 3)**

PRE-REAC INSPECTION

REAC NSPIRE

-- All inspections Record a deficiency

Report HUD standards

Sample Gardens Apartments Details
200 Example Boulevard, Anytown, CA 00000
3 units inspected of 24 · 2026-09-17

100.0 **PROJECTED PASS**
projected score out of 100 passing threshold 60
0 deficiencies recorded

This is a projected NSPIRE score based on the areas and units inspected during this visit. HUD scores from a statistical sample of units that HUD selects, so an official inspection may examine different units and reach a different score.

Starting score	100.0
Total deductions	-0.0
Units inspected	/ 3
Deduction per unit	-0.0
Unit-level points	0.0

► **Documents and certificates**
Optional — not scored. What a REAC inspector will ask for on the day.

► **On the day**
Optional — not scored. HUD's own inspection checklist, to work through before, during and after.

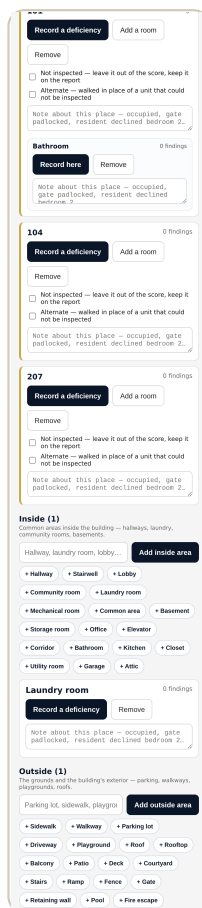
Places on this property
HUD scores three inspectable areas — Outside, Inside and the units — and the place you record in decides the points. Add the unit numbers off the rent roll before you walk.

The new-job form, and the job just created: a score card reading 100.0, PROJECTED PASS, and the three inspectable areas below.

2. Units, rooms, inside and outside areas

HUD scores three inspectable areas - **Unit**, **Inside** (common areas inside the building) and **Outside** (grounds and exterior) - and the place you record in decides the points. Add the unit numbers off the rent roll before you walk:

- 1 Units** - type one unit number exactly as the rent roll writes it (12A, B-204, PH2) and tap **Add unit**. One at a time, no limit. The number of units in the list is what the score is divided by - counted, never typed.
- 2 Add a room** under a unit - Bathroom, Kitchen, Bedroom, and so on. A room is not a fourth area; everything in it is still a Unit finding at Unit points. It changes the report heading ("Unit 101 > Bathroom") and, more importantly, the picker.
- 3 Inside and Outside** - tap a chip (Hallway, Laundry room, Parking lot, Playground...) or type your own name. The chip names are HUD's own wording.
- 4** Every unit and area carries its own **note** ("occupied, resident declined bedroom 2", "gate padlocked, perimeter only") that prints under its heading.



Three units, a bathroom under 101, a laundry room inside and a parking lot outside. "3 units counted as inspected - this is what the score is divided by."

3. Record a deficiency

- 1 Stand in the place and tap **Record here** on the room (or **Record a deficiency** on the unit or area). The picker opens already knowing the place - "Recording in 101 / Bathroom, scored as Unit" - so the inspectable area is never a choice a tired thumb can get wrong.
- 2 The list is **short**: only the standards HUD names for that kind of place (a bathroom: 15 standards). Everything else is **folded** behind one button - "101 more that apply anywhere in the Unit - show them" - never hidden. Typing in the search box unfolds them.
- 3 Tap a standard, then the deficiency. Each shows HUD's severity, the area, and the correction timeframe ("Severe · Unit · correct within 24 hours").
- 4 Add a note and photographs, then tap **Record this deficiency** (the button counts the photographs you attached). Deficiency photographs are also saved to the phone gallery.

PRE-REAC INSPECTION

REAC NSPIRE

[← Back to the inspection](#)

Recording in
101 / Bathroom
Scored as Unit

Search all of HUD's standards...

- BATHTUB AND SHOWER**
5 deficiencies
- CABINET AND STORAGE**
2 deficiencies
- CALL-FOR-AID SYSTEM**
2 deficiencies
- DRAIN**
1 deficiency
- ELECTRICAL – GROUND-FAULT CIRCUIT INTERRUPTER (GFCI) OR ARC-FAULT CIRCUIT INTERRUPTER (AFCI) – OUTLET OR BREAKER**
3 deficiencies
- ELECTRICAL – SERVICE PANEL**
3 deficiencies
- FLOOR**
2 deficiencies
- GRAB BAR**
1 deficiency
- HEATING, VENTILATION, AND AIR CONDITIONING (HVAC)**
8 deficiencies

PRE-REAC INSPECTION

REAC NSPIRE

[← All standards](#)

ELECTRICAL – GROUND-FAULT CIRCUIT INTERRUPTER (GFCI) OR ARC-FAULT CIRCUIT INTERRUPTER (AFCI) – OUTLET OR BREAKER

Electrical protection devices · NSPIRE Standards p.137

- GFCI OUTLET OR GFCI BREAKER IS NOT VISIBLY DAMAGED AND THE TEST OR RESET BUTTON IS INOPERABLE.
Severe · Unit · correct within 24 hours
- AFCI OUTLET OR AFCI BREAKER IS NOT VISIBLY DAMAGED AND THE TEST OR RESET BUTTON IS INOPERABLE.
Severe · Unit · correct within 24 hours
- AN UNPROTECTED OUTLET IS PRESENT WITHIN SIX FEET OF A WATER SOURCE. AFFIRMATIVE HABITABILITY REQUIREMENT
Severe · Unit · correct within 24 hours

The short list for a bathroom, and the GFCI standard opened with its three deficiencies.

PRE-REAC INSPECTION

REAC NSPIRE

[← All inspections](#)
[Record a deficiency](#)

[Report](#)
[HUD standards](#)

Sample Gardens Apartments
[Details](#)

200 Example Boulevard, Anytown, CA
 00000
 3 units inspected of 24 · 2026-09-17

95.1

projected score out of 100

PROJECTED PASS

passing threshold 60
1 deficiency recorded

This is a projected NSPIRE score based on the areas and units inspected during this visit. HUD scores from a statistical sample of units that HUD selects, so an official inspection may examine different units and reach a different score.

Starting score	100.0
Total deductions	-14.8
Units inspected	/ 3
Deduction per unit	-4.9
Unit-level points	4.9

What to correct first

+4.9 ELECTRICAL - GROUND-FAULT CIRCUIT INTERRUPTER (GFCI) OR ARC-FAULT CIRCUIT INTERRUPTER (AFCI) - OUTLET OR BREAKER — AN UNPROTECTED OUTLET IS PRESENT WITHIN SIX FEET OF A WATER SOURCE. AFFIRMATIVE HABITABILITY REQUIREMENT (101 / Bathroom)

► **Documents and certificates**

Optional — not scored. What a REAC inspector will ask for on the day.

► **On the day**

Optional — not scored. HUD's own inspection checklist, to work through before, during and after.

Places on this property

HUD scores three inspectable areas — Outside, Inside and the units — and the place you record in decides the points. Add the unit numbers off the rent roll before you walk.

3 units counted as inspected — this is what the score is divided by. Counted from the list below, never typed.

Units (3)

One at a time, exactly as the rent roll writes it — 12A, B-204, PH2.

Unit number...
 [Add unit](#)

After recording one Severe unit deficiency: $14.8 \text{ points} \div 3 \text{ units} = 4.9 \text{ off}$, projected score 95.1, and "What to correct first".

4. The score

The score card follows HUD's formula: each deficiency's points (Life-Threatening 49.6 / 54.5 / 60.0, Severe 12.2 / 13.4 / 14.8, Moderate 4.5 / 5.0 / 5.5, Low 2.0 / 2.2 / 2.4 for Outside / Inside / Unit) are divided by the number of units inspected and taken off 100. The same deficiency recorded twice in the same place is charged once. A unit-level total of 30 points or more after the division is a projected fail regardless of the total, exactly as HUD applies it. The score is computed on the server; with no signal the card shows the last server score marked stale, with the count of deficiencies recorded since.

5. Units that could not be inspected

Tick **Not inspected** under a unit and type why ("tenant refused entry"). It stays on the job and prints with its reason, and drops out of the divisor. The unit you walked in its place is added normally and ticked **Alternate**, naming the unit it replaced. **Remove** is only for a unit typed in by mistake - it warns you if findings or photographs would go with it.

The screenshot displays the Semper Fi Home Inspection App interface. At the top, there's a note about a place being occupied, gate padlocked, and a resident declining bedroom 2. Below this, the app shows two room selection panels. The first panel is for Unit 104, which has 0 findings. It includes buttons for 'Record a deficiency', 'Add a room', and 'Remove'. There are checkboxes for 'Not inspected — leave it out of the score, keep it on the report' and 'Alternate — walked in place of a unit that could not be inspected'. The second panel is for Unit 207, also with 0 findings. It has a checked checkbox for 'Not inspected — leave it out of the score, keep it on the report' and a text input field for 'Tenant refused entry'. Below these, there's a section for 'Inside (1)' with a list of common areas inside the building: hallway, laundry, community rooms, and basements. A grid of buttons allows selecting specific areas like Hallway, Stairwell, Lobby, Community room, Laundry room, Mechanical room, Common area, Basement, Storage room, Office, Elevator, Corridor, Bathroom, Kitchen, Closet, Utility room, Garage, and Attic. Below this is a 'Laundry room' section with 'Record a deficiency' and 'Remove' buttons. At the bottom, there's an 'Outside (1)' section for the grounds and building's exterior, with buttons for Sidewalk, Walkway, and Parking lot.

Unit 207 marked not inspected with its reason; the score is now divided by 2.

6. Documents and certificates, and On the day

Two optional, unscored checklists on the job. **Documents and certificates** is what a REAC inspector will ask for on the day - elevator, boiler, fire alarm, lead-based paint and the rest. Mark each **Present**, **Not provided** or **N/A**, add a note and a photograph of the document. Every answer saves the moment you tap it; **Send now** sends what is waiting, and the line at the bottom of the panel tells you what has been sent. **On the day** is HUD's own inspection checklist - before, during and after - as tick boxes you work through over the days before the inspection.

Issued

mm/dd/yyyy

No date — cannot be shown to be current

Take photo Choose

Note

Optional — prints on the report

Boiler

One per boiler where a property has several.

Present **Not provided** N/A

Take photo Choose

Note

Optional — prints on the report

Sprinkler system

Covers the wet or dry system serving the building.

Present Not provided N/A

Fire alarm system

Panel and monitoring.

Present Not provided N/A

Other certificate

Generator, fire pump, backflow, anything else the property carries a certificate for.

Present Not provided N/A

Lead-Based Paint

Do not photograph resident names, unit-by-unit results, contact details or any other personally identifiable information. If PII is captured by accident, delete the photograph.

LBP Inspection Report

☒ **A.** Confirm time and place to meet escort.

☒ **B.** Remind the property to update all property information in PIC/IREMS (Public and Indian Housing Information Center / Integrated Real Estate Management System).

☐ **C.** Remind the property to provide a copy of the resident notification to the residents.

☐ **D.** Confirm the property name, address and POC (point of contact) information.

☐ **E.** Inquire as to the original date of construction for the development.

☐ **F.** Inquire as to the presence of Carbon Monoxide sources on the property.

☐ **G.** For Multi-Family Properties, confirm that HUD's financial interest is complete

☐ **H.** Inform the POA (Property Owner's Agent) the inspector will need all property appropriate certificates.

☐ **I.** Inquire if the property is on a scattered site.

☐ **J.** Inquire if there is any other information about the property that the inspector should be made aware of.

2. ARRIVE ON TIME AND BE PREPARED

☐ **A.** Open the Semper Fi Home Inspection App and select the REAC Inspection Module. (This is critical: opening the module is what stores HUD's standards and this job's checklists on the device, so they are there if there is no signal at the property).

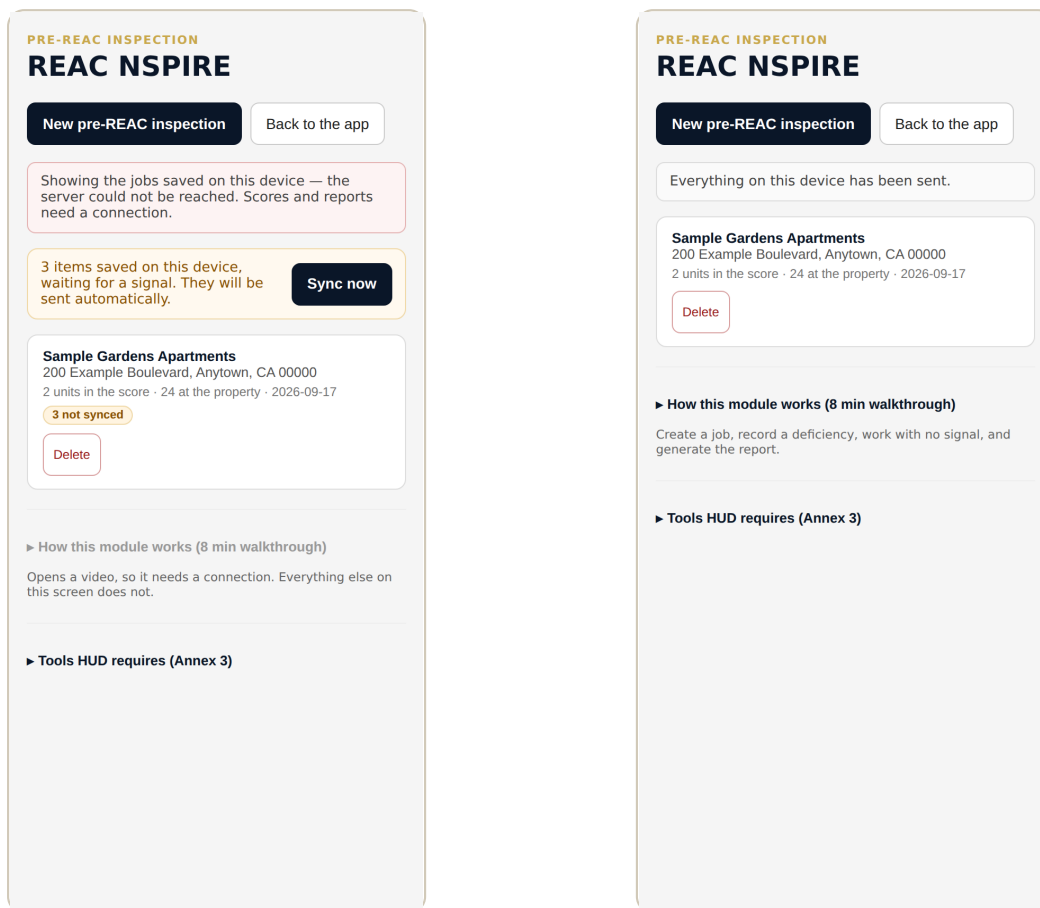
☐ **B.** Notify POA (Property Owner's Agent) if you are running late for the inspection

☐ **C.** Be prepared to see in dark places, measure essential inspectable items for

The documents checklist with two answers, and HUD's day-of checklist.

7. No signal

Everything above works in a basement or a boiler room. The job list shows "N items saved on this device, waiting for a signal - they will be sent automatically" and each job shows its unsent count. When the signal returns the module sends them itself; **Sync now** forces it. Scores and reports need a connection.



The job list with 3 items waiting for a signal, and after the signal returned.

8. The report

With a signal, tap **Report**. The PDF is named *pre-reac-(property)-(date).pdf*. It prints the cover with your letterhead and the HUD line, the projected score with its arithmetic and the units line, then the units first, then Inside, then Outside, each finding under its place with its photographs under it, the not-inspected units with their reasons, the two checklists, and a fix-this-first list.



Northstar Home Inspections

HUD REAC PRE-INSPECTION

An independent pre-inspection prepared for the property owner. Not a HUD inspection. Not affiliated with HUD, REAC, or any HUD contractor.

Sample Gardens Apartments

200 Example Boulevard, Anytown, CA 00000

Inspected September 17, 2026
Units inspected 2
Units at property 24

PREPARED BY

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Projected NSPIRE score - not an official HUD inspection result

Page 1

PRE-REAC INSPECTION

Sample Gardens Apartments

200 Example Boulevard, Anytown, CA 00000

Inspected September 17, 2026
Units inspected 2
Units at property 24

87.6
projected score out of 100

PROJECTED PASS

passing threshold 60
4 deficiencies recorded

This is a projected NSPIRE score based on the areas and units inspected during this visit. HUD scores from a statistical sample of units that HUD selects, so an official inspection may examine different units and reach a different score.

How this score was calculated

Every property begins at 100 points. Each deficiency deducts points according to its severity and the area it was found in. The total is divided by the number of units inspected.

Starting score	100.0
Total deductions	-24.8
Units inspected	/ 2
Deduction per unit	-12.4
Projected score	87.6

Points deducted by area

Outside	4.5
Inside	0.0
Unit	20.3

Unit-level deficiencies deduct 10.2 points from the score (20.3 points recorded across 2 units inspected). HUD fails a property outright when this deduction reaches 30, whatever the overall score.

How the deficiencies were recorded

These are HUD's own rules for how an inspector records what they find, from the Protocol Guide its inspectors work to. They govern the RECORD, not whether something is a deficiency - a clean check here does not mean a clean inspection. Source: HUD NSPIRE Inspection Protocol & Guidance, August 2024 Version 1.0, Section 5.3 (pages 12-13)

4 items to correct before the inspection.

ADDRESS AND SIGNAGE #1 - Outside - Parking lot / Parking lot: recorded 2 times

ADDRESS, SIGNAGE, OR BUILDING IDENTIFICATION CODES ARE BROKEN, ILLEGIBLE, OR NOT VISIBLE.

Keep one entry and note "2 observations" in its comment. HUD records repeated counts of one defect once.

HUD: Multiple counts of the same deficiency on an inspectable item shall be recorded once, and the number of observations shall be noted in the comments (e.g., 5 holes in the same door is recorded as one deficiency with comments noting "5 holes").

Projected NSPIRE score - not an official HUD inspection result

Page 2

The REAC pre-inspection report: cover and score page.

ADDRESS AND SIGNAGE #1 - Outside - Parking lot / Parking lot: missing image, comment
ADDRESS, SIGNAGE, OR BUILDING IDENTIFICATION CODES ARE BROKEN, ILLEGIBLE, OR NOT VISIBLE.
Add the image and comment before the inspection.

ADDRESS AND SIGNAGE #1 - Outside - Parking lot / Parking lot: missing image, comment
ADDRESS, SIGNAGE, OR BUILDING IDENTIFICATION CODES ARE BROKEN, ILLEGIBLE, OR NOT VISIBLE.
Add the image and comment before the inspection.

SINK #1 - Unit - 101 / 101: missing comment
SINK OR SINK COMPONENT IS DAMAGED OR MISSING AND THE SINK IS NOT FUNCTIONALLY ADEQUATE.
Add the comment before the inspection.

HUD: Every deficiency recorded requires an image (or picture), comment, and room (or location).

HUD's rule on repeated defects is scoped to one inspectable item and the Protocol Guide does not say whether the same defect in two different rooms of one unit is one entry or two. Findings that differ by room are left alone here rather than guessed at.

Documents and certificates

Documents and certificates are not scored deficiencies. They are listed because a REAC inspector will ask for them, and a property that cannot produce one on the day loses time it does not have.

Certificates

Elevator
No issue date recorded - cannot be shown to be current.

Present - undated

Boiler

Not provided

Before a REAC inspection

Not provided on the day: Boiler
Present but undated: Elevator

What to correct first

Ordered by the points each correction returns to the score, then by how quickly HUD requires it done.

•7.4 ELECTRICAL - GROUND-FAULT CIRCUIT INTERRUPTER (GFCI) OR ARC-FAULT CIRCUIT INTERRUPTER (AFCI) - OUTLET OR BREAKER - An unprotected outlet is present within six feet of a water source. Affirmative habitability requirement (101 / Bathroom)
Severe - Unit - correct within 24 hours

•2.8 SINK - Sink or sink component is damaged or missing and the sink is not functionally adequate. (101)
Moderate - Unit - correct within 30 days

•2.3 ADDRESS AND SIGNAGE - Address, signage, or building identification codes are broken, illegible, or not visible. (Parking lot)
Moderate - Outside - correct within 30 days

Findings by place

The deficiency, the criteria that establishes it, the severity and the correction window below are HUD's own text, from the NSPIRE Standards with the page noted. The corrective measure is this inspector's recommendation - HUD's standards define what is deficient and do not prescribe repairs.

Everything found in one place is printed together, so each block below is one work order. The units come first, then the common areas inside the building, then outside.

Units

Projected NSPIRE score - not an official HUD inspection result

Page 3

101

1. SINK - Sink or sink component is damaged or missing and the sink is not functionally adequate.

Moderate - Unit - 101 - correct within 30 days - NSPIRE Standards p.367

Why it is deficient

Sink or sink component is damaged (i.e., visibly defective; impacts functionality) or missing (i.e., evidence of prior installation, but now not present or is incomplete) and the sink is not functionally adequate.

Corrective measure

Repair or replace the damaged sink or sink component.

Photographs



101 / Bathroom

2. ELECTRICAL - GROUND-FAULT CIRCUIT INTERRUPTER (GFCI) OR ARC-FAULT CIRCUIT INTERRUPTER (AFCI) - OUTLET OR BREAKER - An unprotected outlet is present within six feet of a water source. Affirmative habitability requirement

Severe - Unit - 101 / Bathroom - correct within 24 hours - NSPIRE Standards p.144

Why it is deficient

Outlet is present within six feet of a water source (i.e., sink, bathtub, shower, water faucet, toilet) that is located in the same room. AND Outlet is not GFCI protected.

Corrective measure

Have a licensed electrician provide GFCI protection at that location, either by fitting a GFCI receptacle or by protecting the circuit at the breaker.

Photographs



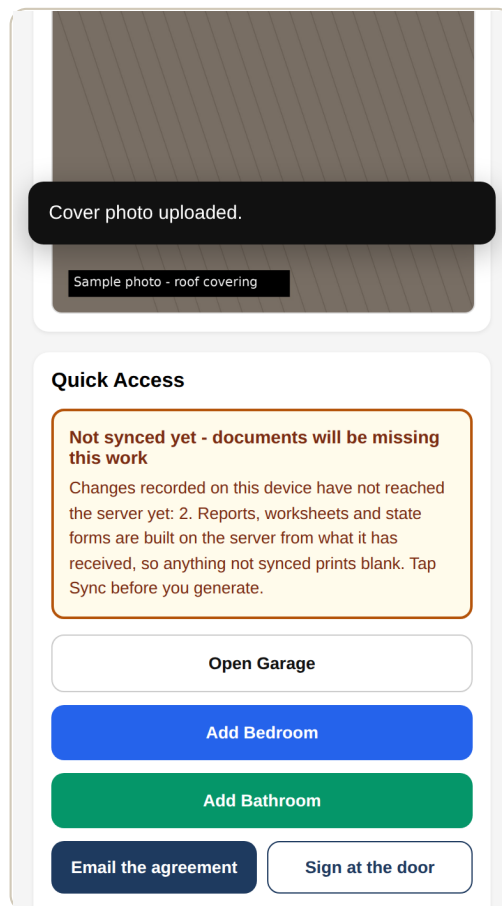
Projected NSPIRE score - not an official HUD inspection result

Page 4

Findings by unit, inside and outside, with photographs under each.

Syncing, working offline, and sending

- **Everything you record lives on the device first.** Creating a job, marking a status, writing a note, taking a photograph - none of it needs a signal.
- **Sync** on the home screen sends it all to the server and pulls down anything changed on another device. *Status: All synced* means nothing is waiting. The inspection screen shows a yellow "Not synced yet" line, with the count, until it is.
- **Documents are built on the server.** Reports, worksheets and state forms print from what the server has. Sync before you generate; if you tap Generate with work still waiting, the app says so and asks before going ahead.
- **Sending.** The generated PDF downloads to the device; share it from there by email or any app. Client agreements are emailed by the app itself once signed.
- **Two devices.** Sync on the phone, then open the same account on the computer and sync again: the job, its findings and photographs are there.



The inspection screen's warning while work is still on the device.

Support and links

Questions, problems, or a feature you need: email **support@semperfiservicesolutions.com**. Include your login email and, for a report problem, the property address.

→ **Email support** support@semperfiservicesolutions.com

→ **The app in your browser - app.semperfiservicesolutions.com**

<https://app.semperfiservicesolutions.com>

→ **Google Play listing** <https://play.google.com/store/apps/details?id=com.semperfihomeinspection.app>

→ **Software page, pricing and videos** <https://www.californiabuildinginspections.com/inspection-software>

→ **Walkthrough videos playlist** <https://www.youtube.com/playlist?list=PLJrRhVC1CiUU>

→ **Privacy policy** <https://www.semperfiservicesolutions.com/privacypolicy>

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