



Building Department  
Post Office Box 1075  
Conway, South Carolina 29528  
843-488-9888 Office  
843-488-9890 Fax

**Roofing Verification**

Building Permit Number: \_\_\_\_\_

Address of Job Site: \_\_\_\_\_

The roof sheathing, felt paper and shingles have all been installed according to the 2021 International Residential Codes and per engineered specifications.

This letter must be notarized and signed by the contractor.

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Date

My commission expires: \_\_\_\_\_