

Update

GREEN BUILT HOME — A PROGRAM OF
WISCONSIN ENVIRONMENTAL INITIATIVE

AUGUST 2011



GBH Verifiers and Builders

Two issues in this Update:

- 1) Clear-up (hopefully) the differences between Builder submissions and Verifier submissions for the new verification process that became effective November 2008.
- 2) Address items that have become problematic for many Builders and Verifiers. Changes in procedures have occurred because of these problems.

Builder Requirements

- 1) Builder hires Verifier, prior to start of construction of new home or remodel
- 2) Builder fills out GBH Checklist indicating which GBH features will be incorporated into the new home or remodel OR provides Standard Specification Checklist.
- 3) Builder simultaneously submits:
 - a. checklist and fees to GBH office, and
 - b. provides Verifier with a copy of the same

Verifier Requirements

- 1) Verifier reviews Builder version of Checklist and completes two site visits.
- 2) Once the home verification is complete and the verifier acknowledges that the home meets the GBH requirements, the verifier submits to Treysta Group:
 - a. the Verifier Checklist and verifier fees,
 - b. a photo of the front of the home, and
 - c. the signature page completely filled out
(If Builder has completed a Signature Authorization, the Builders signature is not required. See "Changes in Procedures.")

Changes in Procedures

Many Builders have indicated that they do not feel they need to sign a Signature Page for each home/remodel.

We would like to keep things simple so have developed a process that if a Builder wishes to allow a specific verifier to submit the Verifier Checksheet without their signature they can submit a Signature Authorization by send an e-mail to clp@TreystaGroup.com indicating the following:

"On homes that I am building/remodeling, I authorize [add name of Verifier] to submit GBH verification reports to Treysta Group without my signature. This will remain in effect until I submit a written request to Treysta Group to cancel this authorization."

Once this authorization is in place, Verifiers are permitted to send Verifier Signature pages with "on file" added in place of the Builder signature.

GBH Fees

Builder Fees (Paid to GBH)

Membership (optional)	\$400
<i>Per Home</i>	
If Member	\$75
Non-member	\$150
If Member with	
Standard Specification on file	\$50

Verifier Fees (Paid to Treysta Group)

<i>Per Home</i>	\$25
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GBH Program Information

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