

# EXPLANATION OF CODES FOR REPORT FORMS

**REFERENCE** This column identifies the appropriate sections of the text.

<b>TASK</b>	<b>P</b> provide	<b>I</b> improve
	<b>R</b> repair or replace	<b>M</b> monitor
	<b>F</b> further evaluation required	

<b>LOCATION</b>	<b>B</b> basement	<b>LR</b> living room
	<b>1</b> first floor	<b>DR</b> dining room
	<b>2</b> second floor	<b>K</b> kitchen
	<b>3</b> third floor	<b>Bath</b> bathroom
	<b>CS</b> crawl space	<b>G</b> garage
	<b>N</b> north	<b>PR</b> powder room
	<b>E</b> east	<b>GR</b> game room
	<b>S</b> south	<b>BR</b> bedroom
	<b>W</b> west	<b>FR</b> family room
	<b>M</b> master	<b>LA</b> laundry area
	<b>A</b> attic	<b>C</b> central
	<b>V</b> various	<b>T</b> throughout
	<b>F</b> front of house	<b>LH</b> left hand side of house
	<b>R</b> rear of house	<b>RH</b> right hand side of house
	<b>EX</b> exterior	<b>O</b> office or study

Note: the direction of the house is assumed to face the front door from the street

<b>TIME</b>	<b>O</b> immediate	<b>2</b> less than 2 years
	<b>1</b> less than one year	<b>"X"</b> less than "X" years
	<b>U</b> unpredictable <i>(This component could last a few months or several years.)</i>	<b>D</b> discretionary item <i>Improvements can be made but are not critical.)</i>
	<b>M</b> regular maintenance or ongoing	<b>?</b> if necessary

**This column may be left blank**

<b>COST</b>	<b>B</b> buyer is to perform the work	<b>&lt;</b> less than
	<b>S</b> seller or builder is to perform the work	<b>&gt;</b> more than
	<b>M</b> minor cost or regular maintenance item	<b>≈</b> approximately
	<b>D</b> dependent <i>(cost will depend on extent of work and approach taken. In some the best approach cannot be determined during a one-time visual inspection.)</i>	
	<b>L</b> consult the <b>Life Cycles and Costs</b> tab near the back of the <b>Book</b> <b>Note:</b> Several quotations from contractors should be obtained. Our experience has shown that quotes often vary by 300%. <b>PA law prohibits inspectors from quoting costs. Please get estimates.</b>	

