



CITY OF NORTH MYRTLE BEACH  
**ROOFING LETTER**

Revision Date 09.20.19

**TO BE COMPLETED BY CONTRACTOR OR OWNER/BUILDER:**

Form should be uploaded to Building Permit file through our online permitting portal.

\_\_\_\_\_

Date

\_\_\_\_\_

Permit Number

\_\_\_\_\_

Address of Work

Check applicable box or boxes:

- ROOFING LETTER-SHINGLES:** As the contractor or owner/builder, I do state that the shingles were installed per manufacturer's specifications.
- SHEATHING LETTER:** As the contractor or owner/builder, I do state that the sheathing was installed per Engineered Plans or per Code.
- ROOFING LETTER-METAL ROOF:** As the contractor or owner/builder, I do state that the metal roof was installed per manufacturer's specifications or per Code.
- ROOFING LETTER-TPO ROOF:** As the contractor or owner/builder, I do state that the TPO roof was installed per Engineered Plans or per manufacturer's specifications.

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Signature