

# The Inspection Process

## What you need to know

Having an inspection every three years is a necessary part of your property insurance coverage with the Fraternal Property Management Association (FPMA). There are three critical areas associated with your chapter's inspection:

The process begins with a pre-inspection questionnaire sent by our Inspection Department. This will include:

- ✓ Confirmation of major facility updates
- ✓ Confirmation that the chapter contacts we have on file are current
- ✓ Discussion of the fundamental risk management strategies employed by the house corporation
- ✓ An insurance coverage review addressing potential uninsured/underinsured exposures
- ✓ Establishing an appointment time for the on-site or virtual inspection

Shortly after the questionnaire is received, an on-site or virtual inspection will be completed by an independent contractor hired by Holmes Murphy. The inspection is designed to:

- ✓ Identify hazards and other areas of concern that can potentially result in bodily injury or property damage.
- ✓ confirm the building construction and mechanical specifications to accurately calculate the reconstruction value used to establish the required insured value for the building.

The information gathered in the questionnaire and inspection are then consolidated and sent to the appropriate contact. Within this report, compliance issues are listed to address potential hazards. It is imperative that immediate attention be given to properly address all issues on the report. If significant compliance issues need to be deferred or you have concerns relating to the findings of the inspection, feel free to contact and address those concerns with the Holmes Murphy Inspection Manager.

Failing to address compliance related issues identified during the inspection:

- ✓ Could jeopardize the safety of your tenants and create liability as it often demonstrates notice of a defect.
- ✓ Can result in higher costs for surcharges and additional inspection fees.
- ✓ Can result in the cancellation of coverage by the applicable insurance carrier.

In the end, we encourage you to promptly address all pertinent issues as the cost of failing to address compliance issues commonly exceeds the cost of taking the appropriate action to ensure the facility is as safe as reasonably possible.

Please contact Cheryl Stratman, Inspection Manager for Holmes Murphy at [cstratman@holmesmurphy.com](mailto:cstratman@holmesmurphy.com) with any questions.



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