



An Informational Newsletter for GBH Verifiers and Builders

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Hello to all GBH Verifiers and Builders. I will be covering **two major issues** in this newsletter: 1) Attempt to clear-up (hopefully) the confusion related to the **differences between Builder submissions and Verifier submissions** for the new verification process, and 2) Address items that have become problematic for many Builders and Verifiers. **Changes in procedures** have occurred because of these

Builder Requirements

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

GBH Fees

Builder (Paid to GBH)	
Membership (optional):	\$400
Per Home:	
- If Member:	\$75
- Non member:	\$150
- If Member with	
Standard Specification	
on file:	\$50
Verifier: (paid to Treysta Group)	
Per Home:	\$25

Verifier Requirements

- 1) Verifier reviews Builder version of Checksheet 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 Checksheet and verifier fees,
 - b. a photo of the front of the home, and
 - c. the signature page completely filled out (minus the Builders signature if request is on file. See below under "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 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." n

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