**California Wildfire Affirmation – Best Practices**

**Best practices for completing the California (CA) Wildfire Affirmation document from For Agents website.**

1. **Submit the affirmation(s) in a single email following the same approach as submitting an endorsement.**
2. **Complete affirmation(s) using the following best practices:**
	1. **Do not combine multiple location addresses within a single schedule.**
	2. **Please use an X in the completed column of the schedule to indicate any mitigation measures that were completed.**
	3. **For every or each building at a location address that has the same mitigation measures completed, one schedule for all such buildings can be submitted.**
	4. **For each building at a location address that has different mitigation measures completed, please utilize a separate schedule.**
	5. **Copy and paste as many schedules are needed per a.-c. above or complete a supplemental affirmation(s).**

**See SAMPLES below.**

**C**. **Be sure to sign and date the Affirmation.**

* **THE UNDERSIGNED IS AN AUTHORIZED REPRESENTATIVE OF THE APPLICANT/INSURED AND REPRESENTS THAT REASONABLE INQUIRY HAS BEEN MADE TO OBTAIN AND VALIDATE THE ANSWERS TO QUESTIONS ON THIS WILDFIRE MITIGATION CREDIT AFFIRMATION. THE UNDERSIGNED REPRESENTS THE ANSWERS ARE TRUE, CORRECT, AND COMPLETE TO THE BEST OF THEIR KNOWLEDGE.**

|  |  |  |  |
| --- | --- | --- | --- |
| **PRODUCER’S SIGNATURE** | **PRODUCER’S NAME (Please Print)**  | **STATE PRODUCER LICENSE NO.**  | **DATE** |

**SAMPLE 1 – Multiple Location Addresses**

**Location address: 1234 Main Street, Los Angeles, CA**

**Building number: 001**

**Community-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| **Measure Number** | **Mitigation Measure Description** | **Completed** |
| 1. | Fire Risk Reduction Community as listed by the Board of Forestry; | X |
| 2. | “Firewise USA Site in Good Standing”; | X |

**Property-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| 3. | Cleared vegetation from under decks; |  |
| 4. | Cleared vegetation, debris, mulch, stored combustible materials, and any and all movable combustible objects from within five feet of the building;  | X |
| 5. | Only noncombustible materials used in improvements to any portion of the property that is within 5 feet of the building; |  |
| 6. | Removal or absence of combustible structures from within 30 feet of the building, or removal or absence of combustible structures from as much of the area as is under your control;  | X |
| 7. | Situated on property that complies with Section 4291 of the Public Resources Code, and any applicable ordinances, governing defensible space; |  |
| 8. | “Class-A Fire Rated Roof”;  |  |
| 9. | “Enclosed eaves”;  |  |
| 10. | “Fire-resistant vents”; |  |
| 11. | Multipane windows, including dual pane windows, or functional shutters, which when closed, cover the entire window and do not have openings;  | X |
| 12. | Six inches of noncombustible vertical clearance at the bottom of the exterior surface of the building. |  |

**Location address: 5678 State Street, Los Angeles, CA**

**Building number: 002**

**Community-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| **Measure Number** | **Mitigation Measure Description** | **Completed** |
| 1. | Fire Risk Reduction Community as listed by the Board of Forestry; |  |
| 2. | “Firewise USA Site in Good Standing”; |  |

**Property-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| 3. | Cleared vegetation from under decks; |  |
| 4. | Cleared vegetation, debris, mulch, stored combustible materials, and any and all movable combustible objects from within five feet of the building;  |  |
| 5. | Only noncombustible materials used in improvements to any portion of the property that is within 5 feet of the building; |  |
| 6. | Removal or absence of combustible structures from within 30 feet of the building, or removal or absence of combustible structures from as much of the area as is under your control;  |  |
| 7. | Situated on property that complies with Section 4291 of the Public Resources Code, and any applicable ordinances, governing defensible space; | **X** |
| 8. | “Class-A Fire Rated Roof”;  |  |
| 9. | “Enclosed eaves”;  |  |
| 10. | “Fire-resistant vents”; |  |
| 11. | Multipane windows, including dual pane windows, or functional shutters, which when closed, cover the entire window and do not have openings;  |  |
| 12. | Six inches of noncombustible vertical clearance at the bottom of the exterior surface of the building. | **X** |

**SAMPLE 2 – Single Location, Multiple Buildings with Identical Mitigation Measures**

**Location address: 1234 Main Street, Los Angeles, CA**

**Building number: 002, 003, 004, 005**

* **Community-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| **Measure Number** | **Mitigation Measure Description** | **Completed** |
| 1. | Fire Risk Reduction Community as listed by the Board of Forestry; | X |
| 2. | “Firewise USA Site in Good Standing”; | X |

**Property-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| 3. | Cleared vegetation from under decks; |  |
| 4. | Cleared vegetation, debris, mulch, stored combustible materials, and any and all movable combustible objects from within five feet of the building;  |  |
| 5. | Only noncombustible materials used in improvements to any portion of the property that is within 5 feet of the building; |  |
| 6. | Removal or absence of combustible structures from within 30 feet of the building, or removal or absence of combustible structures from as much of the area as is under your control;  |  |
| 7. | Situated on property that complies with Section 4291 of the Public Resources Code, and any applicable ordinances, governing defensible space; |  |
| 8. | “Class-A Fire Rated Roof”;  |  |
| 9. | “Enclosed eaves”;  |  |
| 10. | “Fire-resistant vents”; |  |
| 11. | Multipane windows, including dual pane windows, or functional shutters, which when closed, cover the entire window and do not have openings;  |  |
| 12. | Six inches of noncombustible vertical clearance at the bottom of the exterior surface of the building. |  |

**Location address: 1234 Main Street, Los Angeles, CA**

**Building number: 001**

**Community-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| **Measure Number** | **Mitigation Measure Description** | **Completed** |
| 1. | Fire Risk Reduction Community as listed by the Board of Forestry; | X |
| 2. | “Firewise USA Site in Good Standing”; | X |

**Property-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| 3. | Cleared vegetation from under decks; | X |
| 4. | Cleared vegetation, debris, mulch, stored combustible materials, and any and all movable combustible objects from within five feet of the building;  | X |
| 5. | Only noncombustible materials used in improvements to any portion of the property that is within 5 feet of the building; |  |
| 6. | Removal or absence of combustible structures from within 30 feet of the building, or removal or absence of combustible structures from as much of the area as is under your control;  |  |
| 7. | Situated on property that complies with Section 4291 of the Public Resources Code, and any applicable ordinances, governing defensible space; |  |
| 8. | “Class-A Fire Rated Roof”;  | X |
| 9. | “Enclosed eaves”;  |  |
| 10. | “Fire-resistant vents”; | X |
| 11. | Multipane windows, including dual pane windows, or functional shutters, which when closed, cover the entire window and do not have openings;  |  |
| 12. | Six inches of noncombustible vertical clearance at the bottom of the exterior surface of the building. |  |

**SAMPLE 3 – Different Mitigation Measures By Building**

**Location address: 1234 Main Street, Los Angeles, CA**

**Building number: 001**

* **Community-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| **Measure Number** | **Mitigation Measure Description** | **Completed** |
| 1. | Fire Risk Reduction Community as listed by the Board of Forestry; |  |
| 2. | “Firewise USA Site in Good Standing”; |  |

**Property-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| 3. | Cleared vegetation from under decks; | X |
| 4. | Cleared vegetation, debris, mulch, stored combustible materials, and any and all movable combustible objects from within five feet of the building;  | X |
| 5. | Only noncombustible materials used in improvements to any portion of the property that is within 5 feet of the building; |  |
| 6. | Removal or absence of combustible structures from within 30 feet of the building, or removal or absence of combustible structures from as much of the area as is under your control;  | X |
| 7. | Situated on property that complies with Section 4291 of the Public Resources Code, and any applicable ordinances, governing defensible space; |  |
| 8. | “Class-A Fire Rated Roof”;  | X |
| 9. | “Enclosed eaves”;  | X |
| 10. | “Fire-resistant vents”; | X |
| 11. | Multipane windows, including dual pane windows, or functional shutters, which when closed, cover the entire window and do not have openings;  |  |
| 12. | Six inches of noncombustible vertical clearance at the bottom of the exterior surface of the building. | X |

**Location address: 1234 Main Street, Los Angeles, CA**

**Building number: 002**

**Community-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| **Measure Number** | **Mitigation Measure Description** | **Completed** |
| 1. | Fire Risk Reduction Community as listed by the Board of Forestry; |  |
| 2. | “Firewise USA Site in Good Standing”; |  |

**Property-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| 3. | Cleared vegetation from under decks; | X |
| 4. | Cleared vegetation, debris, mulch, stored combustible materials, and any and all movable combustible objects from within five feet of the building;  | X |
| 5. | Only noncombustible materials used in improvements to any portion of the property that is within 5 feet of the building; |  |
| 6. | Removal or absence of combustible structures from within 30 feet of the building, or removal or absence of combustible structures from as much of the area as is under your control;  |  |
| 7. | Situated on property that complies with Section 4291 of the Public Resources Code, and any applicable ordinances, governing defensible space; |  |
| 8. | “Class-A Fire Rated Roof”;  | X |
| 9. | “Enclosed eaves”;  |  |
| 10. | “Fire-resistant vents”; |  |
| 11. | Multipane windows, including dual pane windows, or functional shutters, which when closed, cover the entire window and do not have openings;  |  |
| 12. | Six inches of noncombustible vertical clearance at the bottom of the exterior surface of the building. |  |

**Location address: 1234 Main Street, Los Angeles, CA**

**Building number: 003**

**Community-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| **Measure Number** | **Mitigation Measure Description** | **Completed** |
| 1. | Fire Risk Reduction Community as listed by the Board of Forestry; |  |
| 2. | “Firewise USA Site in Good Standing”; |  |

**Property-level Mitigation Measures**

|  |  |  |
| --- | --- | --- |
| 3. | Cleared vegetation from under decks; |  |
| 4. | Cleared vegetation, debris, mulch, stored combustible materials, and any and all movable combustible objects from within five feet of the building;  | X |
| 5. | Only noncombustible materials used in improvements to any portion of the property that is within 5 feet of the building; |  |
| 6. | Removal or absence of combustible structures from within 30 feet of the building, or removal or absence of combustible structures from as much of the area as is under your control;  |  |
| 7. | Situated on property that complies with Section 4291 of the Public Resources Code, and any applicable ordinances, governing defensible space; |  |
| 8. | “Class-A Fire Rated Roof”;  |  |
| 9. | “Enclosed eaves”;  |  |
| 10. | “Fire-resistant vents”; |  |
| 11. | Multipane windows, including dual pane windows, or functional shutters, which when closed, cover the entire window and do not have openings;  |  |
| 12. | Six inches of noncombustible vertical clearance at the bottom of the exterior surface of the building. |  |