

INSTRUCTIONS FOR THE TEXAS OFFICIAL WOOD DESTROYING INSECT REPORT
(Form No. SPCS/T-4)

BE SURE TO PRINT LEGIBLY.

List the complete street address, city and zip code of the structure(s) to be inspected in the blanks provided. If the structure is located in a rural area and there is no known address, then identify by county road or other descriptive information as to actual location.

Scope of Inspection - A through J: Explains the scope, criteria and standards for performing the WDI report.

1A: List the name of the pest control company performing the inspection as it appears on the Texas Department of Agriculture, Structural Pest Control Service (SPCS) business license.

1B: List the business license number of the pest control company performing the inspection as it appears on the SPCS business license.

1C: List the location street address, city, state, zip code and telephone number of the pest control company performing the inspection. This should be the same business license location address as it appears on the SPCS business license.

1D: Printed name of the individual who actually performed the WDI Inspection.

1E: Mark the type of license the individual who actually performed the WDI inspection holds. A WDI report can **only be completed by a certified applicator or technician licensed in the termite control category.**

2: List the Case number that was provided by VA/FHA/ or other entity. If this is not available, leave blank.

3: List the date the inspection was actually performed.

4A: List the name of the person purchasing the inspection service. This may be either the seller, agent, buyer, management company or others, boxes are provided to indicate the identity of the individual **purchasing the inspection service.** This is the person or their agent that **pays** for the inspection service.

4B: Name of the Owner/Seller of the structure to be inspected. This may be a mortgage or relocation company rather than an individual.

4C: Indicate all parties to whom a copy of the WDI report was provided. The purchaser of the service must receive a copy.

5: Any structures for which an inspection was requested must be listed, including, but not limited to: residence, garage(s), bathhouse, playhouse, greenhouse, wood fence, gazebo, etc. A diagram must be attached for all structures inspected.

6A: Either "yes" or "no" must be marked to indicate obstructed or inaccessible areas. If you answer "yes" to questions 6A, you must also complete 6B.

6B: Mark all obstructed or inaccessible areas. (example: the crawl space was not inspected due to low clearance or no access). If an item is marked, it is understood that all of the area is obstructed or inaccessible unless otherwise specified. If the area obstructed or inaccessible is not one of areas listed here, mark the box "other" and identify the obstructed or inaccessible area in the space provided.

Scope of inspection lists some examples of inaccessible areas as: "areas concealed by wall coverings, furniture, equipment, and stored articles." These conditions do not have to be listed unless the condition prevents the structure from being thoroughly inspected and further prevents the inspection from being complete.

7A: Either "yes" or "no" must be marked to indicate any conducive conditions. If you answer "yes" to this question you must also complete 7B.

7B: Mark all **conductive conditions.** Wood rot is listed as it applies to its conduciveness to insect infestation (such as carpenter ants), not as a structural defect. Insufficient ventilation is listed because some termiticide labels identify and make recommendations as to adequacy of ventilation. Inadequate ventilation may also promote conducive conditions. Insufficient ventilation should be corrected by mechanical alteration. If the conducive condition is one other than those listed here, mark the box "other" and then specify the condition in the blank provided. On the diagram, use the letters to identify the areas that are conducive. Examples: The letter G will indicate on the diagram the location of wood to ground contact. The Letter C will indicate a conducive condition listed under "other" and specified in the blank provided.

All items 8A-8E must be answered either "yes" or "no." A "yes" answer under "**Visible Previous Treatment**" **does not mean the treatment was complete or successful but merely indicates there is evidence of a previous treatment.** Evidence of a previous treatment could be, but not limited to: drill marks, trenches under/next to a house, a treatment notification sign, etc. An "Active Infestation" marked "yes" indicates that the **specified insects were actually found** in or on the structure during the inspection. "Previous Infestation" is marked "yes" for evidence that there has been an infestation but no current activity was identified during this inspection. Take the opportunity to ask about any termite control warranties or any possible termite treatments conducted prior to the inspection.

8A: The only time "yes" should be marked for subterranean termites under "Visible Active Infestation" is if live termites are observed in or on the structure during the inspection. Any other evidence in the absence of live termites should be reported by marking "yes" under "Visible Previous Infestation."

A good suggestion to follow is that if active termites are found within the drip line of the structure, a treatment recommendation can be made. Termites found in the yard does not mean that the infestation is in or on the structure.

8B: Frass or fecal pellets from Drywood Termites is adequate evidence to mark "yes" for "Active Infestation" even in the absence of live Drywood Termites, provided there is no evidence of a prior remedial treatment. If a remedial treatment has been performed mark "yes" for "Previous Infestation" and "yes" for "Previous Treatment," then advise the interested parties to contact the pest control

company that performed the previous treatment for further details concerning the treatment. Once the information on previous treatments has been received by those parties a decision can be made by the interested parties, concerning the need for additional treatment.

8C: The only time "yes" should be marked for Formosan Termites under "Visible Active Infestation" is if live termites are observed in or on the structure during the inspection. Any other evidence in the absence of live termites should be reported by marking "yes" under "Visible Previous Infestation."

8D: Live Carpenter Ants or their frass must be observed if "yes" is marked under "Visible Active Infestation;" however, observing a few randomly scattered carpenter ants on a structure does not necessarily indicate an infestation that requires treatment, but must still be marked.

8E: Frass or exit holes are adequate evidence to mark "yes" for "Active Infestation" of other wood destroying insects, even in the absence of live insects, provided there is no evidence of a previous remedial treatment. If a remedial treatment has been performed, mark "yes" for "Previous Infestation" and "Yes" for "Previous Treatment", then advise the interested parties to contact the pest control company that performed the previous treatment for further details concerning the treatment. Once the information on previous treatments has been received by these parties, a decision can be made by the interested parties concerning the need for additional treatment. The name of that insect must be specified in the blank provided. An example of "Other Wood Destroying Insect" is carpenter Bees and Powder Post Beetles.

8F: Describe and identify on the diagram evidence and location of drill holes, trenching, baiting and treatment notification along with any other evidence observed of a previous treatment. Explain in this section if you are aware of an existing contract or warranty.

8G: Any "yes" answers to "Active Infestation" or "Previous Infestation" in 8A-E must be explained in the space provided.

The buyer of the structure being inspected may initial in the space provided in the bottom right hand corner of page 1 to indicate that they have reviewed the report. (this is optional)

9: Mark the "yes" box if the conducive conditions indicated in 7A and 7 B will be or has been corrected by the company doing the inspection. Explain the details of the corrections in the space provided.

9A: Corrective Treatment may only be recommended when there is visible evidence of an active infestation in or on the structure, or if there is visible evidence of a previous infestation with no evidence of a prior treatment.

9B: Refer to Section J of the "Scope of Inspection" for further information. Preventive treatment is usually recommended based on a treatment of conducive conditions as identified in 7B. For the purposes of this report, any recommendations for treatment based solely on conducive conditions should be limited to those areas of conducive conditions which are, in the opinion of the inspector, likely to promote hidden activity in or on the structure. If a warranty for the entire structure is requested, there are a variety of termite control options offered by pest control companies. These options will vary in cost, efficacy, areas treated, warranties, treatment techniques and renewal options. The reason for treatment must be explained in the space provided as it relates to the conducive conditions.

A preventive treatment recommendation is appropriate when conducive conditions cannot be corrected by mechanical alteration or cultural changes. Examples of mechanical or cultural changes may include removal of a stack of firewood next to the structure or repair to an automatic sprinkler system that produces an excessive moisture situation.

10A: List the name of the specific wood destroying insect(s) that treatment is being performed to control. Mark the type of treatment as part of the treatment disclosure. Treatment disclosure documents must be provided as part of any estimate for treatment.

10B: Date of treatment, common name of pesticide, bait and/or method of treatment are noted in this section along with contract or warranty information.

The actual diagram of the Structure inspected should **resemble the structure including approximate perimeter measurements**. Active or previous infestations shall be identified by the appropriate symbols.

Additional comments about the inspection report can be made in this section. You may attach additional pages if needed. Each additional page must include at a minimum the inspection date, the address inspected, and the page number (Ex: Page 3 of 3).

11A: Signatures of the inspector. The inspector must be either a technician or certified applicator licensed in the termite control category. If the individual performing the WDI inspection is a certified applicator, they need to sign and date line 11B also.

11B: Signature of the Certified Applicator who has knowledge that the inspector in 11A has the necessary knowledge and experience to perform a proper WDI inspection. The Certified Applicator signature indicates they have reviewed the WDI report and verified that it has been properly and completely filled out. Be sure to enter the date signed by the Certified Applicator. This may be the same person that signed 11A. The inspection company must retain a copy of the WDI report for a minimum of 2 years.

12A: The inspector must indicate where the notice of inspection sign was posted.

12B: Enter the date the notice of inspection sign was actually posted.

Indicate the number of attached pages in the space provided.

It is recommended that the Purchaser of the structure (or their designee) sign and date the WDI report. This may be done at the time of inspection, but is typically done at closing. It is not necessary for the purchaser of the inspection service to sign the report at the time of inspection.