



PARISH OF ASCENSION

BUILDING DEPARTMENT

Reroofing Information Form Instructions

Photograph Checklist

Effective August 1, 2023, Louisiana HB393 allows a building code enforcement officer to accept photographs that are location verified with geotagging for required roofing and reroofing inspections of any commercial or residential structures.

A geotagged photograph is a photograph which is associated, and marked, with a geographic position such as an address or other geographic location information. To avoid delays or rejections, please ensure each photograph is clear and the location is visible and accurate.

All photographs should be taken in landscape orientation and clearly depict the condition of the of the required subjects. All photographs and this form should be submitted to the document management portal in your MGOCONNECT.ORG account.

Existing Roof Material-Reroofs Only (2 Photographs Required)

- Existing roofing system (Wide Angle)
- Closeup of material with identifying labeling if available.

Decking Photographs (4 Photographs Required)

- Roof Deck installed in accordance with the 2021 IRC and State Amendments (Wide Angle)
- Geo tagged photo of Fastener package and label with size and type clearly visible.
- Geo tagged photo of decking material
- Geo tagged photo of installed Fastener pattern with visible measurement

Underlayment Photographs (4 Photographs Required)

- Underlayment installed in accordance with the 2021 IRC and State Amendments (Wide Angle)
- Geo tagged photo of Fastener package and label with size and type clearly visible.
- Geo tagged photo of Underlayment package
- Geo tagged photo of installed Fastener pattern with visible measurement

Roofing Material Photographs (6 Photographs Required)

- Roofing System installed in accordance with the 2021 IRC and State Amendments (Wide Angle)
- Geo tagged photo of Fastener package and label with size and type clearly visible.
- Geo tagged photo of Roofing Material package with label clearly visible.
- Geo tagged photo of installed Starter Strip
- Geo tagged photo of installed Fastener pattern with visible measurement
- Geo tagged photo of finished roof (wide angle) to include installed accessories (roof vents, drip edge, etc.)



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Permit Number: _____

Do Portions of the roof have a pitch less than 4:12? (Circle one) yes/no

Existing Roof Material – Reroofs Only (2 Photographs Required)	
Material Used _____	Manufacturer _____
Are Existing Materials Still In Production? (Circle one) yes/no	If no, are existing materials compatible with current production materials (Circle one) yes/no
Decking Information (4 Photographs Required)	
Decking Material and Thickness _____ _____	Fastener Type and Size _____ _____
Spacing of Fasteners (Per Linear Foot) Edge _____	Field _____
Underlayment Information (4 Photographs Required)	
Material Used _____	Manufacturer _____
Fastener Type/Size _____	Spacing _____
Roofing Materials (6 Photographs Required)	
Material Used _____	Manufacturer _____
Fastener Type/Size _____	Spacing _____
Accessory Assemblies _____	

Applicant Signature _____ Printed Name _____