APPENDIX

The material contained in this Appendix is for informational purposes only and is numbered to correspond with the number of the rule as it appears in the code.

A67.06 (1) - Application for cost payback exemptions. Form SBD-7303.

A67.07 (1) - Application for inspection. Form SBD-7267.

A67.08 (1) - Certificate of compliance. Form SBD-7114.

A67.08 (2) - Waiver of certificate. Form SBD-7116.

A67.08 (3) - Stipulation. Form SBD-7115.

DILHR

DEPARTMENT OF INDUSTRY LABOR & HUMAN RELATIONS
APPLICATION FOR EXEMPTION
OF
RENTAL UNIT ENERGY EFFICIENCY STANDARDS

Safety & Buildings Div.
P.O. Box 2689
Madison, WI 53707
608-266-3151

DILHR USE (YE)

NAMES OF ALL OWNERS		PREPARER OTHER THAN OWNER
OWNER'S ADDRESS	ADDRESS OF RENTAL UNIT	PREPARER'S ADDRESS
CITY STATE ZIP	CITY STATE	CITY STATE ZIP
OWNER'S TELEPHONE NO. ( )	ADDRESS	TELEPHONE NO. ( )

The Rental Unit Energy Efficiency Standards, effective January 1, 1985, require that rental units must conform with energy efficiency standards before ownership of the property can be transferred. Specific types of rental dwelling units not affected by the law are detailed in Ch ILHR 67. Each conservation measure given in the rules has been chosen on the basis of a 5 year payback. This means that the value of the energy saved within 5 years due to the measure, will offset the installed cost of the measure. If an owner can document that a specific conservation measure on his/her building will take more than 5 years to pay back, DILHR will issue an exemption of the rules for that measure.

Applications for exemptions must be made on this form. ONLY ONE EXEMPTION MAY BE REQUESTED ON EACH FORM. The worksheet within this application estimates the energy saved from the envelope measures required by Chap.67.05. Other Accessories cost payback calculations may be approved by the Department. The final acceptance of cost payback shall be made by the Department.

TO APPLY FOR AN EXEMPTION Each request for an exemption must include:

1. A Completed Application (pages 1 and 4)
2. 5 YR. Payback Calculations (Worksheet on pages 2 & 3 or other documented method)
3. Drawings and Pictures depicting the conditions.
4. Documentation of Unit Fuel Cost (Fuel billing less than 6 months old)
5. Cost Estimate of the Conservation Measure (signed by contractor)
6. $10 Application Fee.
7. Send to DILHR, Rental Unit Energy Efficiency Exemptions, P. O. Box 7969, Madison, WI 53707.

The Department will determine eligibility for an exemption in accordance with ILHR 67.04 of the Wisconsin Administrative Code. Upon determination of eligibility, the office will issue a letter of exemption which must be presented to the inspector performing the compliance inspection.

A) This exemption is being applied for: (Please check only one of the following)
____ Ceiling, (1) ____ Foundation* (2) ____ Floor*, (3) ____ Rim Joist, (4) ____ Walls, (5) ____ Other (6)

B) The primary heating fuel is:
____ LP Gas, (1) ____ Natural Gas, (2) ____ Oil, (3) ____ Electricity, (4) ____ Wood, (5) ____ Other (6)

C) Type of existing insulation: (this refers to insulation which may already be present in the concerned element)
____ no insulation, (1) ____ Fiberglass, (2) ____ Plastic Foam, (3) ____ Cellulose, (4) ____ Other (5)

D) Thickness of insulation (in inches) existing in the element to be exempt. * ____ inches

E) Enter the "R" value (thermal resistance) of the existing insulation (Table 4 on the back page of this form may be of assistance in determining the resistance):

Initial R = ____

F) Description (drawings and photo must also be included): _____

* An exemption granted for one foundation option (Foundation Interior or Foundation Exterior or Floor) does not exempt the other accessible options.

DILHR 5BD-7303 (R.08/84) page 1

The following portion of the application is used to calculate savings for envelope energy conservation measures required by Chapter ILHR 67. The worksheet uses estimating methods specified by Ch. 67. Details of the method are given on the bottom of page 4.

1) Refer to Fig. 1. Enter the Zone number for the rental unit 1a) [ ] Enter the Degree Days * 1b) [ ]

2) Enter the coefficient found in TABLE 1 referring to your type of fuel. Units * (Fuel/hr.) / (Deg x Hrs). Coefficient * 2) [ ]

3) Multiply line 1, the number of DD, times the coefficient, line 2. Units * (Fuel x hr x F / Hrs). (1b) X (2) * 3) [ ]

4) & 5) CALCULATION OF (ΔU x Area) (Complete only one section) ΔU means "CHANGE IN U"

CEILINGS

The ceiling of your rental unit may be comprised of several different types of construction. It may have one or more of the following types of construction; flat roof, sloped roof, or roof with attic space. Transfer the appropriate ΔU-value from Table 3 to line 4a. Only fill out the construction types which are applicable to your rental unit.

		Attic/Attic	Sloped Roof*	Flat Roof*
4a)	Refer to Table 3 and enter the change in U (ΔU) due to insulation	4a)		
4b)	Carefully measure the ceiling area of each type of construction in your rental unit and enter here	4b)		
4c)	Multiply line 4a) by line 4b)	4c)		

4d) Add all the products of line 4c and enter the resulting (ΔUxA) value here ΔUA

5a) Go to line 6

BOX SILLS, WALLS & FLOORS

Values of ΔU are given in Table 3 for walls*, box sills and floors. Select the appropriate ΔU value and enter it below.

4a) Insulating option being chosen; check one: ___Walls*(1) ___Box Sills(1) ___Floors(1)

4b)	Enter the value for ΔU	4b)	ΔU
4c)	Enter the area to be retrofitted	4c)	Area
5a)	Multiply line 4b) by line 4c)	5a)	ΔUA

5b) Go to line 6

FOUNDATIONS

6a) Basement or Crawl Space Insulating option being considered by owner (check one): ___Foundation Exterior(1) ___Foundation Interior(2)

6b)	Height of Foundation Wall Above Ground Level	6b)	ft.(round off to nearest foot)
6c)	Inside height of foundation Wall	6c)	
6d)	Perimeter Length around Basement	6d)	
6e)	Gross Area of Foundation: 6c) X 6d)*	6e)	A *

To determine the "Change in U", refer to Table 3 "CHANGE IN U, BASEMENTS & CRAWLSPACES". Select Table 3A for basements and Table 3B for crawlspaces. Draw a line under row 1 or row 11 in the table depending on whether you are considering an option for inside or for outside insulation. Read across the row on the column that shows your above grade height of the foundation wall.and circle your selection for the "Change in U".

6f)	Change in U from Table 3A or 3B	6f)	ΔU*
6g)	Line 6e) X Line 6f)	6g)	ΔU x A =

6h) Go to line 6

Total Floor and Basement U value tables have been based upon simplifications specified in Chapter ILHR 67. A more complete section/parallel analysis will also be accepted by the department.

* Sloped flat roofs and walls require insulation only if accessible.

6) Enter the Δ UA product here 6) ΔUA * [ ]

7) Enter the results of line 3 7) Line 3 * [ ]

8) Multiply line (6) x line (7) to obtain annual savings (Savings is given in fuel units shown in Table 1) 8) 1 year savings [ ] Units

9) To obtain the estimated dollar savings, multiply line 8 times your fuel cost (per unit),

[ ] (Cost/Unit) X [ ] (Line 8) = Annual Dollar Savings = 9) [ ]

page 3

TABLE 1

FUEL	COEFFICIENT FOR LINE 8	UNITS OF SAVINGS IN LINE 6
LP	.0004536	$/Gal.
Oil	.0002678	$/Gal.
Natural Gas	.0003709	$/CCF
Electricity	.015977	$/KWH
Wood	1.47x10^-3	$/Cord

These coefficients account for heating value of the fuel, the annual furnace efficiency, and the heating effect versus the degree day method.

TABLE 2 CHANGE IN U FOR CEILINGS, BOX SILLS & WALLS

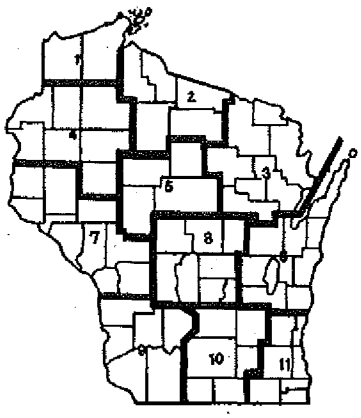
Construction Type (1)	Initial R Value* (2)	Final R Value* (3)	ΔU Change in U
CEILING			
Unfloored Attic	0	38	.342
Unfloored Attic	19	38	.055
Unfloored Attic	11	30	.049
Floored Attic	0	19	.157
Floored Attic	3.5	19	.058
Flat Roofs	0	19	.114
Sloped Roof	0	11	.271
Sloped Roof	0	19	.210
BOX SILL	0	19	.180
	3.5	19	.083
	11	19	.022
WALL (open cavity)	0	11	.427
	3.5	11	.150
FLOOR	0	19	.191
	3.5	19	.083
	11	19	.031

Choose the change in U value (ΔU) based on:
1) the type of construction;
2) the R value of the insulation presently in the cavity;
3) the final R value as required by ILHR 67.05.

*Note: R values shown in this table represent the thermal resistance of the insulation excluding the inherent resistance of the construction itself.

FIGURE 1
DEGREE DAYS

Wisconsin Division of State Energy Degree Day Zones



Zone 1 - 9,169
Zone 2 - 9,114
Zone 3 - 8,460
Zone 4 - 8,721
Zone 5 - 8,437
Zone 6 - 8,048
Zone 7 - 8,358
Zone 8 - 8,201
Zone 9 - 7,171
Zone 10 - 7,730
Zone 11 - 7,444

INDICATE YOUR ZONE WITH X.

TABLE 3 CHANGE IN U, BASEMENT & CRAWLSPACE WALLS

3A) BASEMENT WALLS

	Height Above Ground Level							
	0ft	1ft	2ft	3ft	4ft	5ft	6ft	7ft
Change in U INSIDE INSULATION	.085	.120	.156	.189	.221	.252	.274	.274
Change in U OUTSIDE INSULATION	.048	.087	.126	.165	.204	.244	.274	.274

3B) CRAWLSPACE WALLS

	Height Above Ground Level			
	1ft	2ft	3ft	4ft
Change in U INSIDE INSULATION	.273	.273	.273	.273
Change in U OUTSIDE INSULATION	.453	.438	.383	.356

Note: U Values have been calculated in terms of inside area of the foundation.

Page 3

10) ANNUAL DOLLAR SAVINGS Enter from line (9) or from an alternate analysis (must be attached) — 10) Annual Savings = $______

11) Determine the 5 year savings (assume no inflation) — 11) (Line 10) x 5 = 5 year savings = $______

12) Cost of the retrofit (must be documented with an estimate signed by the bidding contractor): — 12) Cost of Retrofit $______

13) Is the 5 year savings greater than the cost of the retrofit?

____ yes it pays back within 5 years.

____ no, it does not pay back within 5 years.

14) If the energy conservation measure will not pay for itself in energy savings within 5 years, submit this worksheet and application to DILHR to retrieve an exemption number. Check your calculations and be sure to include the documentation of your fuel cost and insulation cost estimate. A processing fee of $10 must accompany the application for exemption. Submittals must include:

1. A Completed Application, signed (pages 1 and 4)
2. 5 YR. Payback Calculations (Worksheet on pages 2 & 3 or other documented method)
3. Drawings and Pictures depicting the conditions.
4. Documentation of Unit Fuel Cost (Fuel billing less than 6 months old)
5. Cost Estimate of the Conservation Measure (signed by contractor)
6. $10 Application Fee.
7. Send to DILHR, Rental Unit Energy Efficiency Exemptions, P. O. Box 7969, Madison, WI 53707.

______________________ ______________
Owner's signature Date

______________________ ______________
Preparer's signature Date

All questions and comments concerning this application should be directed to the Weatherization Program, DILHR, P.O.Box 7969, Madison, WI 53707. Derivations for all "change of U" values are available upon request for $1.00.

TABLE 6 TYPICAL INSULATION VALUES OF MATERIALS

MATERIAL	THICKNESS	"R" VALUE
Blown fiberglass or mineral wool	1 in.	3.00
Blanket or batts (F-glass or mineral wool)	3-1/2"	11.00
Blanket or batts (F-glass or mineral wool)	6"	19.00
Cellulose (paper pulp)	1"	3.70
Polystyrene (molded beads) foam	1"	3.57
Polystyrene (extruded smooth skin) foam	1"	5.00
Urea formaldehyde foam	1"	(4.00)
Urethane (aged) foam	1"	6.25
Vermiculite	1"	2.27

The R value is for the specified thickness. If the thickness is different, you may take a direct proportion. (i.e. if cellulose insulation is 3 inches thick, the R value would be 3 x 3.70 = 11.1)

Table reprinted from How to Figure Heat Loss & Fuel Cost by D.J. Smith, T.J. Merritt and L.L. Brooks.

"U" is a designation for thermal transmittance and stands for an overall coefficient of heat transfer. U compares to thermal resistance (R) by the inverse relationship: U=1/R, R=1/U or the transmittance is equal to the inverse of the resistance. The resistance of any one element is the sum of all the resistances in the path of the heat flow.

Energy savings is proportionate to the change in the "U" (ΔU) multiplied by the area of the building element being considered. Following are three ways of determining the product ΔUxArea that are specific to particular building elements. There is a section for determining the ΔUA for Ceilings, a section for determining the ΔUA for Walls, Box Sills and Floors, and a section for determining the ΔFA for Foundations. Select the section that is appropriate for the element you are performing the analysis on.

The energy savings calculation used in the enclosed worksheet conforms to the method described in Chapter ILHR 67. The following equation is a summary of the calculation. References are made below the equation to the parts of this form which corresponds to the equation.

$$ES = \langle \text{Degree Days} \rangle \times \left\langle \frac{24 \times CA}{E \times V} \right\rangle \times \langle \Delta U \times A \rangle$$

(FIGURE 1) (TABLE 1) (LINE 6)

ES = Annual Energy Savings (in units of fuel)
E = Heating Efficiency Factor
V = Heating Value of Fuel (per unit)
ALL FACTORS ARE SPECIFIED BY ILHR 67.06.

SBD 7303 (2/9/83)

page 4

Rental Unit Energy Efficiency Standards

–APPLICATION FOR INSPECTION–

Owner's Name	Number of Dwelling Units ☐ 1, ☐ 2-4, ☐ 5 or more	Manager or Agency
	Has a Stipulation ever been issued for bldg? ☐ Yes ☐ No ☐ yes &	Street & No
Street & No	Building Location, Street & No	City State & Zip
City State & Zip	☐ City ☐ Village ☐ Town Name	Telephone Number
Telephone Number	County	Person to contact for inspection ☐ Owner ☐ Manager

This form is used to determine if your rental unit is subject to the requirements of ILHR 67, and to request an inspection to check for compliance with the standards. The questions below allow you to determine whether your rental unit must comply with the Energy Conservation Regulations, and if you need to receive a Certificate from a rental unit inspector certified by the Department of Industry, Labor and Human Relations.

After completing the questionnaire below, if you have determined that your rental unit is excluded and will not require a "Certificate" and Transfer Authorization," you may still wish to retain this questionnaire in case your Register of Deeds requires proof of the exclusion.

To request an inspection, send this completed form to the inspector you have chosen*. Be sure that this request form is completely filled out.

REFERENCE ILHR 67.03

YES	NO	
☐	☐	Is the dwelling unit only rented between April 1 and October 31?
☐	☐	Does the building have four rental units or less, one of which is owner occupied?
☐	☐	The building has not more than two dwelling units, was constructed after December 1, 1978, and is less than 10 years old
☐	☐	The building has more than two dwelling units, was constructed after April 15, 1978, and is less than 10 years old
☐	☐	Is the building a mobile home?
☐	☐	Is the building a motel or hotel used primarily for transient residency?
☐	☐	Is the building a hospital or nursing home?
☐	☐	Is the building a condominium complex declared under Chapter 703, Stats. before January 1, 1985?

If any of the above questions were answered "yes" the building is excluded from the requirements of Chapter ILHR 67 and application for certification is not necessary.

I have completed the questionnaire above and have determined that the rental unit described herein will require certification by a Rental Unit Energy Efficiency Inspector before ownership can be transferred. Please schedule an appointment for inspection.

Owner(s) Signature (conditions of inspection and fee schedule are attached) Date

Request for inspection must include the following information
Legal Description of Property (see deed or survey).

*Current listings of certified inspectors (statewide) are available from: Department of Industry, Labor and Human Relations, Safety and Buildings Division, Post Office Box 7969, Madison, Wisconsin 53707. For inspection information, call 608-266-3151

D-ILHR 5/80-7267 (R. 8/84)

Doc No. _____

Rental Unit Energy Efficiency Standards

Wisconsin Department of Industry Labor and Human Relations
Division of Safety & Buildings
P.O. Box 7969
Madison, WI 53707
(608) 266-3151

Certificate of Compliance

Name of all Owners	Number of Dwelling Units	Recording Information (leave blank)
	Building Location, Street & No.	
Street & No.	City County	
City State & Zip	Manager or Agency	
Owner's Telephone Number	Manager's Address	
Has this unit ever been issued a Stipulation? ☐ Yes ☐ No / Stipulation No. S – _____	Manager's Telephone Number	

Legal description of property

Certificate Instructions

This certificate is to be completed and signed by an inspector currently licensed by the Department of Industry, Labor and Human Relations for Rental Unit Energy Efficiency inspection. The original copy must be retained by the owner of the rental unit for use at time of transfer of ownership.

CERTIFICATE CHECKLIST			FAIL 1	FAIL 2	FAIL 3	PASS	EXEMPTION NUMBER*	N/A
Ceiling	R=	Must add R=						
Box Sill	R=	Must add R=						
Side Wall	R=	Must add R=						
Floor	R=	Must add R=						
Duct	R=	Must add R=						
Steam Pipe	R=	Must add R=						
Heat Pipe	R=	Must add R=						
Attic Door	R=	Must add R=						
Foundation	R=	Must add R=						
Windows								
Weatherstripping								
Caulking								
Storm Doors								
Attic & Crawl Space Ventilation								
Shower Flow Restrictor								
Air Conditioner Cover								
Water Heater Insulation								
Space & Water Heater Inspection								

*DILHR Exemption Number indicates department acceptance

INSPECTION DATES	
1	
2	
3	
4	

Section 101.122, Wisconsin Statutes, requires that an Energy Efficiency Certificate, Stipulation or Waiver authorized by the Department of Industry Labor and Human Relations (DILHR) must accompany the documents of transfer at the time of document recordation. This process is defined in Chapter ILHR 67, Wisconsin Administrative Code. A Certificate is proof of compliance with the standards of ILHR 67.05. In lieu of the Certificate, the purchaser may accept responsibility for compliance with either a Stipulation or a Waiver in accordance with ILHR 67.08

CERTIFICATE OF COMPLIANCE

The rental unit described above is certified as meeting the minimum rental unit energy efficiency standards of ILHR 67. Each applicable item on the checklist complies with ILHR 67.05 or has been issued an exemption number.

Inspector's Signature	Date Certified	Certified Inspector Number	Place DILHR Transfer Authorization Number Stamp Here
This Certificate is valid for 5 years from the date of the inspector's signature above and is transferrable during that period		DILHR Transfer Authorization Number, C – _____	

DILHR 5BD-7114 (N. 4-84)

Copy Distribution White-Owner, Yellow-DILHR, Green-Municipality Inspector, Pink-Other

Doc. No. _____

Rental Unit Energy Efficiency Standards

Wisconsin Department of Industry
Labor and Human Relations
Division of Safety & Buildings
P.O. Box 7969
Madison, WI 53707
(608) 266-3151

Waiver

Name of All Owners	Number of Dwelling Units	Recording Information (Leave Blank)
	Building Location, Street & No.	
Street & No.	City County	
City State & Zip	Manager or Agency	
Owner's Telephone Number	Manager's Address	
Legal Description of Rental Unit Property:	Manager's Telephone Number	

Section 101.122, Wisconsin Statutes, requires that an Energy Efficiency Certificate, Stipulation or Waiver authorized by the Department of Industry, Labor and Human Relations (DILHR) must accompany the documents of transfer for rental unit ownership changes. This process is defined in Chapter ILHR 67, Wisconsin Administrative Code. Receipt of a Certificate indicates conformance with ILHR 67.05. In lieu of the Certificate, the purchaser may accept responsibility for program compliance with either a Stipulation under ILHR 67.06(3), or a Waiver of Certificate under ILHR 67.06(2).

If a rental unit is scheduled for demolition within two years, the department or an authorized municipality may authorize a Waiver to the Energy Efficiency Standards of ILHR 67.

The seller of the rental unit interested in receiving a Waiver must complete the Name, Address and Legal Description blocks above and have the purchaser sign the signature-address block below right. The Waiver must then be submitted to the Department of Industry, Labor and Human Relations or your municipality if they are authorized. Your municipality can tell you if they are authorized to validate a Rental Unit Energy Efficiency Waiver and of the fees involved. If your municipality is not authorized, the Waiver and a fee of $20.00 can be submitted for validation to the Department of Industry, Labor and Human Relations, Rental Unit Energy Efficiency Program, P.O. Box 7969, Madison, WI 53707. For administrative reasons, the fee must accompany the application for Waiver. Upon validation by the Department of Industry, Labor and Human Relations, the Waiver will be returned to the seller. The validated Waiver must be presented to the Register of Deeds accompanying the documents of transfer to be recorded.

This document is valid only if no previous Waiver is currently on file for this property.

WAIVER AGREEMENT

In lieu of meeting the Rental Unit Energy Efficiency Certificate requirements, I (we) agree to notify the Department of Industry, Labor and Human Relations (DILHR) of the above described rental unit's demolition. Demolition shall occur within two years of the effective date of transfer.* Upon demolition I (we) shall notify the agency authorizing this Waiver of the date the building was demolished. This action is required in specific accordance with ILHR 67.06(2), ILHR 67.13(3) and Wisconsin statutes 101.122.

*The date of transfer is interpreted as the date this Waiver is signed by the agency official (below). Proof to establish any other date (i.e. copy of transfer return or documentation showing that the property transfer has not yet taken place) must be submitted to DILHR, Safety and Buildings Division. This proof must be received within nine (9) months after the Waiver has been validated by the authorized agency or DILHR.	Purchasers' Signature(s)	Date
		Date
	Purchaser's Street & No.	
	City State & Zip	

Signature of Agency Official	Date	Expiration Date	Place DILHR Transfer Authorization Number Stamp Here
Authorizing Agency	DILHR Transfer Authorization Number W – _ _ _ _ _ _		

DILHR SBD-7118 (N. 4-84)

Copy Distribution: White-Owner, Yellow-DILHR, Green-Municipality Inspector, Pink-Other

Doc. No. _____

Rental Unit Energy Efficiency Standards

Wisconsin Department of Industry
Labor and Human Relations
Division of Safety & Buildings
P.O. Box 7969
Madison, WI 53707
(608) 266-3151

Stipulation

Name of all Owners	Number of Dwelling Units	Recording Information (Leave Blank)
	Building Location, Street & No.	
Street & No.	City County	
City State & Zip	Manager or Agency	
Owner's Telephone Number	Manager's Address	
Legal Description of Rental Unit Property	Manager's Telephone Number	

Section 101.122, Wisconsin Statutes, requires that an Energy Efficiency Certificate, Stipulation or Waiver authorized by the Department of Industry, Labor and Human Relations (DILHR) must accompany the documents of transfer for rental unit ownership changes. This process is defined in Chapter ILHR 67, Wisconsin Administrative Code. Receipt of a Certificate indicates conformance with ILHR 67.06. In lieu of the Certificate, the purchaser may accept responsibility for program compliance with either a Stipulation under ILHR 67.06(3), or a Waiver of Certificate under ILHR 67.06(7).

Stipulation
The seller of a rental unit may present this Stipulation signed by the purchaser and authorized by the department or participating municipality in which the rental unit is located stating the new owner of the rental unit shall bring the rental unit into compliance with energy measures specified in Chapter ILHR 67 no later than one year after the date of the transfer.*

Instructions
The seller of the rental unit interested in receiving a Stipulation must complete the Name, Address and Legal Description blocks above and have the purchaser sign the signature-address block below right. The Stipulation must then be submitted to the Department of Industry, Labor and Human Relations or an authorized municipality to receive validation. Your municipality can tell you if they are authorized to validate rental unit energy efficiency stipulations and what fees are involved. If your municipality is not authorized, the Stipulation and a fee of $50.00 should be sent to the Department of Industry, Labor and Human Relations, Rental Unit Energy Efficiency Program, P.O. Box 7969, Madison, WI 53707. For administrative reasons, the fee must accompany this Stipulation application. Upon validation by the Department of Industry, Labor and Human Relations, this Stipulation will be returned to the seller to be submitted to the Register of Deeds at the time of property transfer.

This document is valid only if no previous Stipulation or Waiver is currently on file for this property.

STIPULATION AGREEMENT

I (we) accept all responsibility to bring the above described rental unit into compliance with Chapter ILHR 67 no later than one (1) year from the date of transfer.* This required action is in specific accordance with ILHR 67.06(3), ILHR 67.13(4) and Wisconsin statutes 101.122.

*The date of transfer is interpreted as the date this Stipulation is signed by the agency official (below). Proof to establish any other date (i.e. copy of transfer return or documentation showing that the property transfer has not yet taken place) must be submitted to DILHR, Safety and Buildings Division. This proof must be received within nine (9) months after the Stipulation has been validated by the authorized agency or DILHR.

Purchasers' Signature(s)	Date
	Date
Purchaser's Street & No.	
City State & Zip	

Signature of Agency Official	Date	Expiration Date	Place DILHR Transfer Authorization Number Stamp Here
Authorizing Agency	DILHR Transfer Authorization Number, S – _____		

DILHR 580-1115 (N. 4-84) Copy Distribution: White-Owner, Yellow-DILHR, Green-Municipality/Inspector, Pink-Other