



**To:** ICC-ES Report Holders and Applicants  
**From:** Gary G. Nichols, PE  
Vice President/ Birmingham Operations  
**Date:** October 15, 2008  
**Subject:** Validation Process for the State of Florida

**MEMO**

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ICC Evaluation Service (ICC-ES) has been recognized by the State of Florida as a “validation entity.” Therefore, in addition to offering [supplemental reports based on the Florida Building Code \(FBC\)](#) to its new and existing report holders, ICC-ES will be offering its validation service to report holders who have been issued such supplemental reports.

Under the Florida validation process, ICC-ES will complete the state’s checklist entitled “Administrative Validation Checklist: Evaluation Report from a Product Evaluation Entity Method.” Interested report holders should send a letter requesting this service, and a check for \$500, to the ICC-ES business office at 5360 Workman Mill Road, Whittier, California 90601. From that point, the State of Florida will notify ICC-ES when a report holder files for statewide approval and identifies ICC-ES as their validation entity. At that time, provided the necessary letter and fee have been received, the ICC-ES lead engineer for the FBC will validate the report.

Please contact ICC-ES if you have any questions.