Roofing, Windows, Siding, Gutters, & Insulation

PROPOSAL

567 E. STAUNTON RD.
Troy, OH. 45373
Ph. 937.335.ROOF (7663)
Fax 937.335.3285
www.richroofing.com

To:	Job Name/No:
Grace Tinsley-Clark 1049 Wilberforce-Clifton Road Xenia, OH 45385	Location: SAME Cell: (937) 307-9622 Home Phone: Work Phone: Fax/Email: Date: 3/23/2026

We hereby submit specifications and estimates for: **Soffit and Siding Repair**

1. Remove existing damaged soffit from back porch.
2. Install all new J-channel perimeter.
3. Install all new soffit in same area. (White)
4. Clean and dispose all work-related debris.

☐ Aluminum soffit option total: **$1,282.50**

☒ Vinyl soffit option total: **$1,115.31**

Rich Roofing has been voted the #1 Roofing Company by Miami County for 16 consecutive years! Thank you!!

WE PROPOSE hereby to furnish material and labor-complete in accordance with these specifications for the sum of:
Payable as follows: ½ Down and Balance on Completion A 2% finance charge will be added to your bill if payment is not received within 5 days after the due date on your invoice. We accept Visa and MasterCard; a 4% processing fee will be added to the total. Due to the amount of minimal vibration during the roofing procedure, Rich Roofing & Services will not be responsible for any interior damage. We advise that all things be properly secured to walls, ceilings, etc. All materials are guaranteed to be as specified. In the event this contract is canceled after contractor purchases material, any and all materials must be paid for in full. All warranties void if not paid in full. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra cost will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. This quote is good for 15 days.

ACCEPTANCE OF PROPOSAL-The prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. You have 3 business days to rescind. If you rescind after the 3rd day, a 3% restocking fee will apply. Payment will be made as outlined above. Please sign and return one copy.

Representative J.L.C Date: 3/23/2026 Payment terms: 1/2 Down / balance on completion

Authorized signature Grace Tinsley-Clark Date 4/13/2026

For office use only **Management approval:** _____ **Date:** _____