RICH ROOFING
"Your Roof's Best Friend"
937-335-ROOF (7663)

BBB ACCREDITED BUSINESS

PRE-START CHECK LIST

Estimator: Wes Job _____

Customer Name: Mary Kottmeyer Home #: 937-776-4282 Work #: _____

Job Location: 3055 Addison Carlisle Rd./N.C. OH E-Mail Address: _____

1. Do you need to cover any valuables in the attic that may become dirty or dusty?
   ❑ Yes ☑ No (Customer responsibility to cover attic.)
2. Are there any valuables on shelves that may fall due to vibration from the work?
   ☑ Yes ❑ No (Customer responsibility to safeguard valuables.)
3. Do you have outside water and electric that we can utilize if the need arises? ☑ Yes ❑ No
4. Are there any days or times that you request work NOT be done? ❑ Yes ☑ No If yes, please list dates and times: _____
5. Where would you like the shingles delivered if they cannot be placed on the roof?
   Explain: N/A
6. Do you have exposed decking such as a sunroom, porch, or soffit areas where nails might protrude through wood decking? ❑ Yes ☑ No Where: _____
7. Are there any existing leaks in the roof? ❑ Yes ☑ No
   (EXPLAIN; BE EXACT in DESCRIPTION... Use Back If Necessary): _____
   Note: If yes, customer is encouraged to contact an interior / mold expert. Rich Roofing will perform exterior repairs only and assumes no responsibility for any interior conditions.
8. What is the shingle color, warranty period, and manufacturer you request
   Manufacturer: Atlas Color: Pewter Warranty Period: Lifetime Type: Dim
9. What is the siding manufacturer, color, and panel style you request?
   Manufacturer: N/A Color: _____ Panel Style: _____
   Note: Rich Roofing is not responsible for the type of shingle or siding color selected based on the samples provided. The customer is encouraged to see a full-size sample or view an address of an installation with color chosen, prior to making a shingle selection.
10. Is there anything not written on the proposal that the estimator has promised? ❑ Yes ☑ No
    Explain: _____
11. Do you have any requests or special instructions that would help us better serve you? ❑ Yes ☑ No
12. Assuming current building code requirements are met by your roof's structure, do you request a ventilation system that meets current FHA requirements? ☑ Yes ❑ No If No, customer understands that inadequate ventilation may void the shingle manufacturer's warranty, lead to premature shingle failure and contribute to problems associated with mold and condensation, none of which Rich Roofing can assume any liability for.
13. Customer understands that Rich Roofing cannot be held liable for ventilation problems related to inherently defective design or building practices. ☑ Yes ❑ No
14. Customer is encouraged to contact an insulation contractor to inspect existing condition of the attic. Any ventilation blockages, disconnected appliances, or fans, venting directly into the attic should be corrected immediately. The Customer understands that Rich Roofing cannot be held liable for appliance vent disconnections caused by normal vibration from the work and is therefore encouraged to perform a post-job attic inspection.
15. Do you request "ice dam barrier underlayment"? ☑ Yes ❑ No
    Location: _____
16. Customer has been advised that if new decking or structural repairs are required, the work will be done at additional cost. Note: Refer to your contract for details. ☑ Yes ❑ No
17. Customer has been informed that normal vibration from the work may cause plaster or drywall blemishes, or nail pops, which are beyond the contractor's control. ☑ Yes ❑ No
18. Customer understands that if a satellite dish is on the roof, it must be removed to install your new roof. We will remount the satellite to its same location; however, it may require adjustments by your satellite company's service provider. Rich Roofing is not responsible for re-alignment of your satellite. ❑ Yes ❑ No N/A
19. Customer accepts all responsibility for Home Owner Association approval, when applicable. ☑ Yes ❑ No

Customer Agrees to Pay in Full at the Time of Completion of Each Contract.

Customer Signature: X Mary Jane Kottmeyer Date: X 5-6-26

White: Rich Roofing Canary: Customer