

Construction Checklist

Re-Roofing Process	The re-roofing process is a messy and noisy process. Debris and nails will fall around the structure during this process. Our crews tarp and protect landscaping and other items to the best of our ability. Occasionally landscaping and other items may be damaged, we will replace and or repair any items damaged by our crews.
Noise	The roofing process is loud, so please pre-arrange for any noise sensitive pets and or family members to vacate the property during our process.
Weather	Due to the unpredictability of weather, the work on your property may be delayed. Our number one priority is to protect the inside of your home from water; therefore, we will not begin your project if there is a chance of rain.
Scheduling	Rain prior to your installation date may affect when your project will start. In addition to weather, other factors outside of our control may also cause a delay. The installation date you are given is an estimate and subject to change. We will communicate any changes in the schedule. Please move vehicles out of the garage prior to the scheduled installation date to avoid them being blocked in.
Clean up	Our crews clean up daily but it is normal to find a small quantity of nails and debris after the process has been completed.
Attic Debris	During the roofing process, the continued vibration may cause splinters of wood from the decking boards to fall in the attic. This is normal and we ask to please protect or remove any items you have stored in the attic. Crown Roofing is not responsible for items damaged or the clean up of the debris.
Grass Height	Please cut your grass prior to the arrival of our crew. This makes the clean up process and collection of nails more effective.
Materials	All materials delivered to the job is the property of Crown Roofing. We order extra materials to ensure we can complete the job. Any left over material will be picked up in a timely manner and is NOT to be taken or disposed of by the property owner.
Material Delivery	We typically deliver materials in the driveway unless otherwise noted in the contract. Please ensure we have access to your property and do not block the driveway. Please park where you will have the ability to move your vehicle.
Satellite Dish	Any existing satellites will be removed during the roofing process. Crown Roofing will reinstall satellites with the understanding that it may be necessary for you to contact your service provider to schedule a technician to re-calibrate the signal. This serves as a waiver that Crown Roofing will not be liable for any costs associated with recalibration.
Interior Items	If your project requires interior work please ensure that the area is clean and furniture has been moved. It may be necessary to remove wall hangings.
Chimney Leaks	Crown Roofing is not responsible for any damage or leaks to a chimney caused by aging.
Siding and Fascia	Crown Roofing is not responsible for any damage or leaks to siding or fascia caused by age or rot.
Structural Items	Crown Roofing is not responsible for any structural damage found during our re-roofing process unless it is in the Construction Agreement. Due to irregularities in construction material, settling issues, sagging, and or warping, the roof lines may not be straight or even. Crown Roofing is not responsible for making the homeowner aware of structural items not in the Construction Agreement.
Supplements	Supplements are items that Crown Roofing gets approved in addition to the original items approved by the insurance company. All Supplement items approved by the insurance company are to be paid to Crown Roofing and are not extra monies for the policy holder. As stated in our contract, Crown Roofing works for insurance proceeds which include the original approved items and any additional supplemented items.
Other Trades	Additional trades other than roofing (siding, windows, gutters, fences, etc) add to the complexity of the project and may require additional time to complete. Circumstances outside of our control, such as availability of materials may delay your project. It can be difficult to existing construction materials such as siding. Replacement materials may be difficult to match.

Customer Signature: _____

Date: _____