

# How to Choose a Roofing Contractor

## 49 Point Checklist

Company Name			
Company #1			
Company #2			
Company #3			
Background	#1	#2	#3
Number of years in business.			
Owner's years of roofing experience.			
Is the company currently involved in any litigation?			
Referrals from past customers?			
Are You Protected?	#1	#2	#3
Proof of valid City of Calgary business license?			
Are they asking for a deposit?			
If so, do they have an Alberta Prepaid Contractor's License.			
Proof of Workers' Compensation coverage: up-to-date clearance letter			
Proof of Liability Insurance			
Proof that they are bonded			
Better Business Bureau member?			
Better Business Bureau rating			
Association Memberships?			
Do they use subcontractors?			
Are the installers certified?			
Do they certify that the work will be done according to the manufacturer's specifications?			
Do they certify that the work will be done according to the Alberta Building Code?			

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Roofing Concerns	#1	#2	#3
Did the contractor thoroughly inspect your roof?			
Did the contractor thoroughly explain all the elements of a quality roofing system?			
Did they check the ventilation and explain the importance of proper ventilation?			
Will on-site supervision be provided?			
Is there 24-hour emergency service in the event of a problem?			
What assurances do they make that your job will be done on time?			
What do they do to protect your home against bad weather once the existing roofing is removed?			
What are their payment terms?			
What is the process for resolving customer complaints?			
Warranties	#1	#2	#3
What warranty is provided for the installation?			
Is the warranty fully explained?			
Do you get a warranty in writing?			
Is the warranty transferable to a new homeowner?			
What assurances do you have that the warranty will be honoured?			
Was the manufacturer's warranty fully explained?			

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The Contract	#1	#2	#3
Will you receive a written contract and not just an estimate?			
Does the contract specify payment terms?			
Does the contract specify a timeframe for starting and completing the work?			
Does the contract specify the exact work to be performed?			
Does the contract include a detailed description of the materials used:			
<ul style="list-style-type: none"> <li>• Shingles</li> </ul>			
<ul style="list-style-type: none"> <li>• Underlayment</li> </ul>			
<ul style="list-style-type: none"> <li>• Eave and leak protection</li> </ul>			
<ul style="list-style-type: none"> <li>• Flashing for drip edge, valleys, chimneys, wall, skylights</li> </ul>			
<ul style="list-style-type: none"> <li>• Vents</li> </ul>			
Does the contract indicate whether the following are included in the price or as extras?			
<ul style="list-style-type: none"> <li>• Repair of roof deck</li> </ul>			
<ul style="list-style-type: none"> <li>• Installation of vents</li> </ul>			
<ul style="list-style-type: none"> <li>• Roof tear-off</li> </ul>			
<ul style="list-style-type: none"> <li>• Disposal of debris</li> </ul>			
Is there protection in writing against liens placed on your property?			
Is there a statement of your cancellation rights?			