



405-759-0388

## Contractor Checklist

Finding and hiring a professional contractor can be a difficult task. However, using this checklist you can help ensure you are hiring a local and professional contractor.

### 1. Commercial General Liability

What would happen if your contractor damaged your car or worse you? The fact is accidents can happen during the project and your only coverage would be the contractor's liability insurance. Ask your contractor for a certificate of insurance and ensure it has at least 1 million dollar coverage.

### 2. Workers Compensation Insurance

If your contractor's employees get hurt at your house, who is responsible? If your contractor is uninsured the burden will fall on you. Don't take a chance! Be sure to also ask for a certificate of Workers Compensation Insurance

### 3. Licensing

Oklahoma contractors are required to be licensed by the Oklahoma Construction Industries Board for residential and commercial roofing. It is illegal to perform work in Oklahoma without this license even if the contractor is licensed in other states. Check out [Cib.Ok.Gov](http://Cib.Ok.Gov) to check on your contractor's license.

### 4. Are They Local?

Hiring a local contractor is key to ensuring your contractor will be around to warrant their work. Make sure your contractor has an Oklahoma address and verify it is actually a real location and not an empty lot. Another tip is to look at the license plate of the salesman's vehicle. Many "fly-by-night" contractor's pretend to be local only to prey on families after a storm.

### 5. Check Supplier References

If a contractor fails to pay their supplier bill the burden will eventually fall on the homeowner. Check with local suppliers to ensure the contractor pays their bills and has a good credit history with the company. Below are some of the major Oklahoma City Metro suppliers:

Southern Shingles 405-632-1250   ABC Supply 405-627-9348   Crossroads Roofing 405-528-7663  
West End Roofing 405-688-0100   Gulf Eagle 405-917-1667   Spec Supply 405-832-1566

6. **Quality materials.** Not all roofing products are the same, so be sure your contractor works with a name you can trust.

7. **Additional warranty and workmanship coverage.** Your contractor should be able to offer an extended warranty that may include workmanship coverage. Owens Corning™ Roofing Preferred Contractors offer several different levels of Roofing System Limited Warranties that offer up to a lifetime\* of material and workmanship coverage.

8. **Written estimate.** Your contractor should provide an estimate that includes an accurate description of the work to be performed, plus work that may have to be contracted out.

9. **Code compliance.** Your contractor should know and be in compliance with all local building codes.

10. **References.** Ask for references and call a few of them.

## **What you should ask**

**Will they perform a thorough inspection?** In addition to checking for storm damage, your contractor should perform a thorough inspection of the entire roofing system, including the deck, attic, flashing, chimney, soil stacks and other roof penetrations.

**Will they install underlayment?** Depending on several conditions, additional ice and water underlayment between the shingles and the wood deck may be needed to help prevent ice damming, wind driven rain or collected water.

**Will they follow the manufacturer's specifications?** Your contractor should be familiar with and follow all manufacturer's specifications since improper application can affect your manufacturer's warranty.

**Will they provide an explanation of your warranty?** Your contractor should explain your warranty and be clear about whom to call with a problem. Find out if defective shingles are replaced for prorated replacement cost or original cost and if labor charges are additional.

**Will they check for adequate ventilation?** Your contractor should check the existing attic ventilation and explain the importance of proper ventilation. Improper ventilation can damage your shingles and invalidate your manufacturer's warranty.

**Will they explain how your roofing system works?** Your contractor should offer a thorough explanation of the entire roofing system and how all the parts work together so you can make educated decisions.