



TIP SHEET

ENSURING PEAK PERFORMANCE  
FOR A GOOD LONG TIME

# HOW TO HIRE A CONTRACTOR

*Easy Steps to Simplify the Process*

*This educational tip sheet was compiled by DaVinci Roofscapes, the recognized leader in composite roofing. For more than two decades, we've worked to create the most beautiful tiles available — and to make sure homeowners like you can count on equally impressive protection and performance.*

## FIRST STEPS

- Find out how long the contractor has been in business. It is best to use a contractor with a minimum 3-5 years experience.
  - This can often be done by searching state databases for corporations
  - Physical addresses can generally be researched from property tax reports
  - Roofing materials distributors can help here too
- Ask for 5-7 references of similar kinds of re-roofs and call at least 2 or 3.
- Ask if they have worker's compensation and liability insurance.
  - Tell the contractor you will require a certificate of insurance (in your name) if they are awarded the contract
  - The workers' compensation must cover all the employees
  - If sub-crews are used you must verify that all workers on the sub-crew are covered with workers' compensation
  - Worker's compensation is especially expensive for roofing contractors (so some contractors try to work without it) and if the contractor doesn't have it the homeowner may be liable for workers' injuries
- Try to get trade references from where the contractors purchase their material.
- If your jurisdiction requires a contractor's license verify they have one. A "contractor's license" generally requires some proof of knowledge and company stability. A business license means nothing except the contractor has paid a municipal tax.
- It can often be time-consuming, and sometimes even a bit awkward, but checking on references for roofing installers is a key element to selecting the best person to do work on your home.

## CHECKING OUT REFERENCES

The experts at DaVinci Roofscapes recommend you have a list of questions handy to ask reference referrals. This makes it easier for you to cover key topics that are important to helping you decide on which contractor to hire. Consider asking these questions and jot down your answers to ensure you select the right roofer to install your roof.

- Did the installer and his workers show up on time?
- Did the installation crew keep the jobsite clean?
- Did the crew remove all trash in a timely manner?
- Would you recommend this installer to family members?
- What made you happiest about using this installer?
- What made you unhappy about using this installer?
- Was your project completed in the time frame quoted?
- Did the installation crew respect your home and your property?
- Were you satisfied with the completed work?
- Were there any unexpected costs? If so, what were they?
- Would you personally use this installer again?
- What one thing would you change about this roofing experience if you could to make it easier on yourself?
- Can I visit your home to see the completed job?

## THE PROPOSAL

- Have the exact materials being used defined by manufacturer in the proposal.
- Have some general idea of timing of the job defined in the contract. Once the job is started it must be completed when the weather permits.
- If the roof is a tear-off, define in the contract that the roofing contractor is responsible for damage inside the house once the tear-off starts.
- Have a look at the written warranty you will be given on the installation when the job is complete. Remember that it is much more important to have a very strong warranty the first 1-2 years of the warranty than having a warranty that “lasts” a very long time. Most installation problems will be apparent after one full cycle of seasons.
- It is much better as a homeowner to survive a roofing project by making sure the project is cleaned up every day.
- If you are buying a DaVinci roof and live in an area that gets regular snowfall, make certain the proposal includes snow guards or a snow retention system.
- If a roofing permit is required define who gets it and who pays for it.
- Have the payment terms completely defined.

## WE'RE HERE TO HELP

Have a question? We've got answers. Call us at 800-328-4624.