



## ROOF INSPECTION AND MAINTENANCE AGREEMENT

Property Name: \_\_\_\_\_

Address: \_\_\_\_\_ Number of Buildings: \_\_\_\_\_

### Scope of Work:

1. Complete inspection of flat and shingle roofs.
2. Clean roof of debris, including broom cleaning areas where dirt and dust accumulate from standing water.
3. Inspect and clean drains of debris and re-secure drain fasteners if necessary. If drains are blocked below the roof line, the purchaser will be advised.
4. Inspect and perform non-replacement repairs of flashings at all penetrations and curbs, including pipes, skylights, walls, etc...
5. Inspect seams in the roof field and expansion joints and minor caulking or filling repair as necessary.
6. Re-secure loose sheet metal items and reseal cracked or missing caulk joints.
7. Advise the Purchaser of any repairs exceeding the scope of this agreement.

Price per Inspection & Repair Visit: **Annual .....\$200.00**   
**Semi-Annual....\$175.00**

### Terms of Payment:

1. If the repair work requires material replacement or exceeds the above Scope of Work, no work will be performed without purchaser pre-approval. A detailed proposal will be provided for such repairs. If Dale Tadlock Roofing performs the repairs within 14 days, no inspection fee will be assessed.
2. A detailed report will be provided with the invoice indicating the areas of the roof which were repaired.
3. Payment is due not more than 10 days after completion of each inspection and repair.

### Scheduling:

1. Notice will be given at least 24 hours before arriving at the site.
2. Roof Inspection & Repair recommended times:
  - A) Annual inspections: the months of November & December
  - B) Semi-annual inspections: the months of April & May and November & December

### Details of Agreement:

1. This agreement carries a term of one year and will automatically renew January each year.
2. This agreement may be terminated at any time by the purchaser after the first year with written notice provided to Dale Tadlock Roofing.
3. Dale Tadlock Roofing may adjust the pricing after the first year by giving the purchaser written notice of the adjustment.

Signature: \_\_\_\_\_  
Property Owner/Manager

Signature: \_\_\_\_\_  
Dale Tadlock Roofing, Inc.

Date: \_\_\_\_\_