

— EVERYONE · PRINTABLE CHECKLIST

HIRING A ROOFER CHECKLIST

Run every contractor through the same list before you compare prices.

Company

- ☐ Physical business address
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- ☐ How long they have worked in your area
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- ☐ References from jobs similar to yours
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- ☐ Manufacturer certification, if they claim one (verify it)
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Licensing and insurance

- ☐ Michigan: residential builder or maintenance and alteration license (verify with the state)
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- ☐ Ohio: any city registration your community requires
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- ☐ Certificate of liability insurance naming you
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- ☐ Proof of workers' compensation coverage
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Proposal

- ☐ Written, itemized scope
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- ☐ Roof area in squares
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- ☐ Materials named by brand and product
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☐ Permit included

Contract

☐ Start date and duration

☐ Payment schedule tied to progress

☐ Change-order process in writing

☐ Workmanship and manufacturer warranties in writing

☐ Lien waivers when you pay

General planning checklist, not professional advice. Follow your local code, your product instructions and your contractor's written contract.