



## ROOFING CONTRACTORS SUPPLEMENTAL QUESTIONNAIRE

1. Named Insured: \_\_\_\_\_
2. Years in business: \_\_\_\_\_
3. Years of experience in this field? \_\_\_\_\_

4. Indicate the percent of each type of roofing performed.

Type	Commercial	Residential	Industrial	% of Total Operations
New Construction	%	%	%	
Repair/Patching	%	%	%	
Replacement	%	%	%	

Asphalt Shingle	%	Polyurethane Foam	%
Fiberglass	%	Single Ply	%
Flat Roofs	%	Slate	%
Hot Tar	%	Tile	%
Metal	%	Torch Down	%
Pitch Roofs	%	Wood	%
Other – describe:			%

5. If you are performing residential work on new home construction, how many new homes are worked on in a year?

\_\_\_\_\_

6. Describe any other operations or work done other than roofing: \_\_\_\_\_

7. Describe the safety precautions put in place if hot tar, torch down or other hot processes are used:

\_\_\_\_\_

8. What is the maximum height of the buildings you work on? \_\_\_\_\_

9. Do you have a written safety program in place?  Yes  No

10. How do you protect the general public from potential injury? \_\_\_\_\_

\_\_\_\_\_

11. How are materials lifted to the roof? \_\_\_\_\_

\_\_\_\_\_

12. How are openings in the roof protected overnight? \_\_\_\_\_

\_\_\_\_\_

13. What precautions are taken when a rainstorm is imminent? \_\_\_\_\_

14. Does a foreman or contractor inspect all jobs upon completion?  Yes  No

15. Have you ever or do you currently perform work in AZ, CA, CO, NV, OR, or WA?  Yes  No

16. Have you ever used, sold, installed or removed asbestos?  Yes  No

If yes, please explain: \_\_\_\_\_

17. Do you draw plans, designs or specifications?  Yes  No

If yes, please explain: \_\_\_\_\_

18. What percentage of work is subcontracted? \_\_\_\_\_

19. Describe the type of work subcontracted and indicate the percent of the total work each represents:

\_\_\_\_\_  
\_\_\_\_\_

20. Do all subcontractors carry at least \$500,000 GL Coverage Limits?  Yes  No

21. Are Certificates of Insurance required from subcontractors?  Yes  No

22. Are you named as additional insured on your subcontractors' policies?  Yes  No

23. Is a sub contract agreement used with all subcontractors?  Yes  No

If yes, please provide a sample copy for our file.

24. How long are Certificates of Insurance kept? \_\_\_\_\_

25. Do you ever lease any equipment to others?  Yes  No

If yes, describe the equipment and provide a sample copy of the lease agreement: \_\_\_\_\_

\_\_\_\_\_

26. How many employees are: Full-time \_\_\_\_\_ Part-time \_\_\_\_\_

27. Provide receipts for the last 3 years:

Year _____	Receipts \$ _____
Year _____	Receipts \$ _____
Year _____	Receipts \$ _____

28. Do you warrant your work?  Yes  No

If yes, provide a copy of the warranty.

29. Provide a sample copy of the Hold Harmless Agreement you use.

30. Please list the five (5) largest jobs and the type of process used in the last five (5) years:

Prior Carrier(s) – Last Three Years

Year	Carrier	Policy Number	Limits

Loss History (Last Five Years)

Date of Loss	Type of Loss	Description	Amount Paid	Reserve

Signature of applicant: \_\_\_\_\_

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