



Contractor/Installer Name:	Confirmation Date:	WTW Project: #MA -
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To ensure proper roof installation in accordance with all Weathertight Warranty (WTW) specifications, on-site inspections are required. A WTW will not be issued before a project passes the final on-site inspection. Your Confirmation of Quotation will indicate the type and projected number of inspections required for your project. The number of required on-site inspections may be increased or reduced based on field conditions and other specifics of your project.

IMPORTANT: Do Not Start Roof Construction Prior to Scheduling of Orientation Inspection

SCHEDULING INSPECTIONS

- ▶ Once you have accepted the Confirmation of Quotation and paid the deposit for a WTW, you will be contacted by a WTW Project Coordinator to discuss details of your installation and when you can expect the first on-site Inspection (Orientation Inspection) to take place.
- ▶ Thereafter, you should contact the WTW Coordinator a minimum of 10 business days in advance of the agreed upon completed project points to schedule all remaining Inspections.

ROOF ACCESS & SAFETY EQUIPMENT

- ▶ It is the responsibility of the contractor to facilitate free and safe access to the entire roof for WTW Inspectors to complete the necessary review of warranty requirements.
- ▶ The Contractor/Installer must provide the Inspector with all safety equipment, fall equipment, and PPE to meet project and/or OSHA requirements, as well as ladders and man-lifts as requested.
- ▶ If WTW Inspector arrives at project site for a scheduled inspection and appropriate safety equipment is not in place, Contractor/Installer will have 2 hours to put safety equipment in place. If this cannot be done, the inspection will be re-scheduled and the Contractor/Installer will be responsible for all additional costs, including but not limited to a \$150 cancellation fee, additional transportation and hotel expenses, travel time and any other cost associated with re-scheduling.

PERSONNEL

- ▶ A qualified employee of Contractor/Installer with proper photo identification must meet the WTW Inspector at the project site for each on-site inspection. No exceptions.

APPROVED INSTALL DETAILS

- ▶ Ensure that the Metal Alliance approved installation details are always available on the job site. These are available at www.metalliance.com.

DEFICIENCIES & FOLLOW-UP

- ▶ If deficiencies are found during an inspection, additional inspections may be required to verify that corrections are made. In the event additional inspections are conducted, there will be an additional charge to the Contractor/Installer per the Confirmation of Quotation that must be paid prior to the issuance of a Weathertight Warranty.

FINAL INSPECTION

- ▶ The balance of all WTW Inspection fees must be paid in full prior to confirming a Final Inspection date.
- ▶ Projects must pass a Final Inspection before a WTW can be issued. If deficiencies are found during the Final Inspection, the Contractor/Installer will have up to two (2) hours after the inspection to satisfactorily correct such defects. If required corrective action cannot be properly completed in 2 hours, re-inspection will be required and must be scheduled after the corrective action has been properly completed. This process will be repeated until the installation has been satisfactorily completed and passes Final Inspection.

INSPECTION FEES

- ▶ Inspection fees are based on travel and scope of project with a minimum charge of \$1,900 per inspection. Incurred travel costs above the budgeted amount will be reflected on the final WTW invoice. If an inspection needs to be canceled or rescheduled a fee of \$150 will be incurred.

For questions about installation requirements, contact the WTW Coordinator assigned to your project.