

# Roofers Questionnaire

(COMPLETE IN ADDITION TO G.L. APPLICATION)

Applicant's Name _____
Mailing Address _____
Location _____

Agent Name _____
Address _____

**PROPOSED EFFECTIVE DATE:**

**From** \_\_\_\_\_ **To** \_\_\_\_\_

12:01 A.M., Standard Time at the address of the Applicant

PLEASE ANSWER ALL QUESTIONS

1. **What percent of your work is residential** (homes, condominiums)?..... \_\_\_\_\_%
- What percent of your work is commercial** (office buildings, schools, retail establishments)? ..... \_\_\_\_\_%
- What percent of your work is industrial** (plants, warehouses)?..... \_\_\_\_\_%
- TOTAL**    100%

2.

Type of Roofing Operating	Residential	Commercial	Industrial	% of Total Operations
What percentage of work is New Construction?				
What percentage of work is Repair/Patching?				
What percentage of work is Replacement?				
	100%	100%	100%	100%
What percentage of work is on Pitched Roofs?				
What percentage of work is on Flat Roofs?				
	100%	100%	100%	100%
Indicate type of work performed and percentage of operation within Type of Roofing Operation.	Residential	Commercial	Industrial	% of Total Operations
Shingles/Shakes:      Asphalt				
Fiberglass				
Wood				
Concrete				
Slate				
Metal				
Shingle Ply				
Tile				
Polyurethane Foam:      Sheet Form				
Sprayed				
Hot Tar and/or Asphalt/Built up				
Rubber/Elastomerics				
Other (describe): _____				
	100%	100%	100%	100%

3. **Check work done other than roofing:**
- Waterproofing       Siding       Asbestos removal       Rain gutters  
 Carpentry       Insulation       Other (describe) \_\_\_\_\_

4. If hot tar, torch or other "hot process" is used, explain in detail the process and what safety precautions are used: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
5. Do you subcontract any work? .....  Yes  No  
 If yes, what percentage do you subcontract? \_\_\_\_\_ %
6. Check the type of work subcontracted out:  
 Waterproofing       Siding       Hot tar       Rain gutters  
 Carpentry       Insulation       Other (describe) \_\_\_\_\_
7. What is the annual cost of the work subcontracted out? \$ \_\_\_\_\_ yearly
8. Are Certificates of Insurance (of equal limits) received on all subcontracted work?.....  Yes  No
9. How long are Certificates of Insurance kept? .....  Yes  No  
 Until job ends     One year     Two years     Three years     More than three years     Never kept

**GENERAL INFORMATION**

10. List any roofing/builder associations in which you are a member: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
11. Receipts for previous three years:  
 Year \_\_\_\_\_ Receipts \$ \_\_\_\_\_  
 Year \_\_\_\_\_ Receipts \$ \_\_\_\_\_  
 Year \_\_\_\_\_ Receipts \$ \_\_\_\_\_
12. Do you offer warranties? .....  Yes  No  
 If yes, attach copies of warranty.
13. What is the average height of buildings you work on? \_\_\_\_\_ stories.
14. What is the tallest building you will work on? \_\_\_\_\_ stories.
15. Where do you dispose of trash/waste/scraps?.....  Yes  No  
 \_\_\_\_\_  
 \_\_\_\_\_
16. Is this disposal process environmentally safe?.....  Yes  No
17. Have you ever used, sold, installed or worked with asbestos? .....  Yes  No  
 If yes, explain \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_
18. Any LPG storage?.....  Yes  No  
 If yes, how much? \_\_\_\_\_  
 How is it stored? \_\_\_\_\_  
 What are the safety precautions? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

19. List five (5) largest jobs + types in the last three (3) years:

YEAR	TYPE OF JOB

20. Years of experience? \_\_\_\_\_ years

**MATERIALS AND EQUIPMENT**

21. List the type of owned equipment used on the job.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

22. List any equipment rented and check the frequency of such rental.

EQUIPMENT RENTED				
Type of Equipment	How often do you rent this equipment?			
	Daily	Weekly	Monthly	Yearly

**PUBLIC PROTECTION**

23. Do you have a written safety program? .....  Yes  No

24. How do you protect the general public from potential injury? Check one or more:

- Rope off work area   
  Signs   
  Cones   
  Flashing lights   
  Man always on the grounds  
 No protection necessary   
 Other (describe) \_\_\_\_\_

25. How are materials lifted to the roof?

- Ladder   
  Hoist   
  Pulley   
  Crane   
  Other (describe) \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

26. Are materials and equipment left overnight at job site? .....  Yes  No

27. In what manner are openings in roof protected overnight?

- Tarp   
  Waterproof plywood   
  Never leave openings   
  Other (describe) \_\_\_\_\_

28. What on-the-job precautions do you take when rained on?

- Leave job immediately   
  Seal openings   
  Keep on working   
  Never start job

Remarks (be specific) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

---

---

29. Are all jobs inspected by a foreman or the contractor at completion before leaving the job site? .....  Yes  No

APPLICANT'S SIGNATURE \_\_\_\_\_ Date \_\_\_\_\_

NAME AND PHONE NUMBER OF INDIVIDUAL TO CONTACT FOR INSPECTION/AUDIT \_\_\_\_\_

IMPORTANT NOTICE

As part of our underwriting procedure, a routine inquiry may be made to obtain applicable information concerning character, general reputation, personal characteristics and mode of living. Upon written requests, additional information as to the nature and scope of the report, if one is made, will be provided.

ANSWER ALL QUESTIONS—IF THEY DO NOT APPLY, INDICATE NOT APPLICABLE