YOUR LOGO

ROOFING CONTRACT

Your business name

Address

Phone Email

License no.

Liability insurer and policy no.

ROOFING CONTRACT NO.

DATE

THIS PRICE IS GOOD UNTIL

Sample only: a starting point, not legal advice. State rules differ. Add your state's notices and have a lawyer in your state read it before you use it.

Customer | Job address | Phone and email

Property owner, if not the customer

1. SCOPE OF WORK

- Remove _____ layer of shingles down to the deck, about _____ squares, and haul it away.
- Inspect the deck after tear-off (see section 5).
- Install underlayment, ice and water barrier where local code requires it, drip edge, starter strip, shingles and ridge cap.
- Replace step and counter flashing at _____ and every pipe boot.
- Ventilation: ☐ keep the existing ridge vent ☐ the add-on picked in section 3.

Not included: gutters, skylights, siding, interior repairs, and deck repair beyond section 5. Anything not listed above is not in this price.

2. MATERIALS (replacement only)

Shingle maker, line and color | Underlayment | Drip edge color

A substitute is used only if it is equal or better and the customer okays it in writing first.

3. PRICE AND OPTIONS (tick the one picked)

☐ OPTION A

Item	Qty	× unit price	Amount
		× $	$
		× $	$
		× $	$

Option A total $

☐ OPTION B — RECOMMENDED

Item	Qty	× unit price	Amount
		× $	$
		× $	$
		× $	$

Option B total $

Add-on: ☐ _____ $

Subtotal	$
Tax	$
Total	$

4. PAYMENT

Deposit on signing: $_____

Balance: $_____, due _____

Ways to pay: card (pay link on the invoice), or check made out to _____

Late payments: after the due date, _____% a month is added to the balance.

5. HIDDEN DAMAGE

If rotted or soft decking turns up after tear-off, we photograph it and show it to the customer before covering it. The repair is priced on its own estimate, and that work starts only after the customer signs it.

Or, priced now: replacement decking at $_____ per 4×8 sheet, up to _____ sheets without asking again.

6. SCHEDULE AND WEATHER (replacement only)

Start: the week of _____ · **Expected length:** _____ working days

We do not open a roof when rain is forecast. Weather or material delays move the start date, and we tell the customer the new date the same day.

7. PERMITS AND INSPECTIONS (replacement only)

_____ pulls the permit and books the inspection. The permit fee is ☐ included in the price ☐ $ _____ , extra.

8. SITE PROTECTION AND CLEANUP (replacement only)

Tarps over plants and siding at the drip line. Dumpster at ☐ the driveway ☐ the street. A magnet sweep for nails in the yard and driveway before the crew leaves each day.

9. WARRANTY

Workmanship: _____ years from completion, for leaks caused by our installation.

Materials: the shingle maker's own warranty, as the maker writes it. We register it for the customer when the maker requires that.

Not covered: storm, hail and wind beyond the shingle's rating, falling trees, work by others on the roof, and missing upkeep (clogged gutters, for example).

10. INSURANCE

The contractor carries general liability and workers' compensation insurance and gives the customer a certificate on request.

11. RIGHT TO CANCEL

Your state's notice, word for word. A sale made at the customer's home may also fall under the federal Cooling-Off Rule, which sets its own notice wording and needs two copies of a cancellation form. Copy that wording from the rule itself, not from this sample.

12. LIEN NOTICE

Your state's mechanics lien notice, word for word, if your state requires one in the contract.

13. ENDING THIS CONTRACT

Either side ends it in writing. If the customer cancels after the cancel period, the customer pays for work done and for materials already ordered that cannot be returned.

14. THE WHOLE AGREEMENT

This contract and the signed estimate _____ are the whole agreement. Any change is in writing and signed by the customer.

SIGNATURES

Customer	Printed name	Date
Contractor	Printed name	Date