



Lansard Bros Roofing (2006) Ltd.

Unit 5, 1375 Niakwa Road, East WPG, Manitoba R2J 3T3

SUBCONTRACTOR INFORMATION REQUIRED

Owner's Name: _____

Full Business Name: _____

Mailing Address: _____

(# and street)

(city)

(postal code)

(telephone #)

(cell phone # if applicable)

G.S.T. Number: _____

S.I.N. Number: _____

W.C.B. Number: _____

LIABILITY INSURANCE – Lansard Bros. Roofing 2006 Ltd. requires all subcontractors to have liability insurance coverage of no less than \$1 Million. It is also required that 'Lansard Bros. Roofing 2006 Ltd.' be added as an additional 'insured' on your comprehensive General Liability Policy. A copy of your policy(s) must be provided.

Policy Number: _____

Expiry Date: _____

WORKMANSHIP AGREEMENT (for shingling subs.)

LANSARD BROS. ROOFING 2006 LTD. as a contractor and

_____ as a sub and/or labour contractor are entering into an agreement as follows:

1. Sub and/or labour contractor must provide quality workmanship on all roofing projects and stand behind their workmanship.
2. All debris removed by the sub and/or labour contractor becomes the sub and/or labour contractor's property and they must dispose of it at a proper nuisance ground(s).
3. Should any deficiencies arise, the sub and/or labour contractor must be able to attend to the repair within 2 days of notification from Lansard Bros. Roofing 2006 Ltd., unless it is an emergency; then it must be attended to immediately.
4. Any property damage caused by the sub and/or labour contractor must be repaired at their own cost. Lansard Bros. Roofing 2006 Ltd. will notify the sub and/or labour contractor of the damage and they will have two (2) days in which to complete the repair. If the repair is not completed within two days, Lansard Bros. Roofing 2006 Ltd. will carry out the repair and will back charge the sub and/or labour contractor for the cost of the repair.
5. The sub and/or labour contractor must count all materials on site and check the **colour** and **type of shingle** before starting the job. If there is a discrepancy, our office must be notified immediately.
6. If a shortage of materials is suspected, the sub and/or labour contractor must notify our office a minimum of two (2) hours before running out of materials. This is to allow for delivery of materials to complete the job.
7. All sub and/or labour contractor's employees must be presentable and professional when working on a roofing project. Improper clothing and foul language will not be tolerated.
8. All sub and/or labour contractors, as professionals, must ensure that all projections are adequately sealed (chimneys, vents etc...).
9. If any rotten deck is encountered during the roofing project, the sub and/or labor contractor must contact our office immediately so we can notify the customer. It is stated in our contract that we must notify the customer of any rotten decking and the extra cost to be able to get paid for said work.
10. All materials left over from the job must be returned to our yard at 1375 Niakwa Road east. This will be monitored.

11. If for any reason the job is not finished or debris is not cleaned up from the roof, ground, trough etc..., the sub and/or labour contractor will be notified and must attend the site immediately to clean up. If Lansard Bros. Roofing 2006 Ltd must attend to finish the clean up, the cost will be deducted from the sub and/or labor contractor's cheque.
12. All equipment and vehicle(s) must be in good shape and presentable. Any oil leaks on the customer's driveway must be cleaned up by the sub and/or labor contractor. If Lansard Bros. Roofing 2006 Ltd. has to look after the clean up, the cost will be back charged to the sub and/or labor contractor.
13. If Lansard Bros. Roofing Ltd. has to attend to a complaint from a customer, and it is a legitimate complaint, the sub and/or labor contractor will be back charged \$50.00.
14. Sub and/or labor contractor must be in good standing with the Worker's Compensation Board as an employer and must also have self coverage as a labor contractor.
15. Eaves protection must be installed on all roofs unless specified differently on the work order.
16. It is agreed by both parties that Lansard Bros. Roofing Ltd. will hold back 7.5% on all roofing projects for 45 days. After 45 days the holdback shall be released on each job within 15 days.
17. All sub and/or labor contractors must provide an invoice for every job. Invoices must include the following information: G.S.T. number, job name, and purchase order number. **Payment will not be issued without the proper information on the invoice.**
18. All sub and/or labor contractors must perform work in accordance with the Workplace Safety and Health Act and Regulations. In the event of out of province work, it will be the sub and/or labor contractor's responsibility to be aware of and follow the applicable provincial laws.
19. Subs and/or lab our contractors must notify the customer 1 day ahead before starting a job. NOTE: if for any reason there is a change in work scheduling, the customer is to be contacted and advised of such changes.
20. No animals of any kind are to be brought to the job site
21. All eaves trough must be cleaned properly before leaving any job site.
22. No roof shall be left incompletely shingled overnight. Tarping incomplete work is not acceptable.



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- 23. All sub and/or labor contractors must communicate with our office daily to advise us if they are working or not. This applies to weather related work stoppages or any other reason.
- 24. No roofing project should be started if the weather looks like rain.
- 25. All sub and/or labor contractors **must carry liability insurance of no less than 1 million dollars coverage, and Lansard Bros. Roofing Ltd, must be added as an additional insured.**
- 26. This agreement is in effect as long as you are a sub and/or labor contractor for Lansard Bros. Roofing 2006 Ltd.

Dated, this ____ day of _____, 20____

Name of subcontractor (print)

(signature)

Witnessed by Lansard Bros. Roofing 2006 Ltd. representative:

Name (print)

(signature)