



Date

Name

Address

City, State Zip

RE: Community Service “Request for Help” Acceptance Letter

Dear Homeowner:

Congratulations. After careful consideration of your application for assistance with your roof, we are pleased to inform you that your roof has been selected and approved for repair by the Colorado Roofing Association (CRA) Community Service Committee. Due to the generosity of our members who will be donating their material, time and labor, we are able to provide you with [roof repairs] or [a full roof replacement] for free with no out of pocket expenses on your side.

While your application for help has been approved, the application process is not complete until you sign and return this acceptance letter and the conditions under which CRA is offering to help you with your roof.

CRA Volunteers will provide:

Material Delivery & Loading:

- CRA is not responsible for any damage as a result of loading of roofing materials to roof.

Roofing System:

- Install new roof over underlayment, including all starter, hip and ridge, per local building code and manufacturer specifications.
- No product choice or color.
- CRA is not responsible for any covenant that would limit your choice of material or color.
- All shingles are nailed with high wind requirements if applicable by your city or municipalities building code requirements.
- Clean out or replace gutters if necessary.

Miscellaneous:

- CRA Volunteers to remove and dispose of all roofing-related debris and nails to the best of our ability.
- If you have an unfinished garage roof, please remove the cars before CRA volunteers start work.
- CRA and our Partners are not responsible for any damages which occur to Owner’s property because of defects in architectural, engineering, construction plans and drawings or with respect to any failure to comply with any applicable building codes through construction occurring under such plans. CRA and our partners are specifically not performing design services and is specifically not responsible for damages caused by occurrences such as mold, condensation, loose flue pipes, or other similar occurrences. To the maximum extent allowed by law, all work performed by CRA and our partners is without specific express or implied warranty.
- Please note, volunteers will set up and secure a ladder at completion of the job for the local municipality to complete any required inspections.
- Please leave the applicable permit up until this process is completed.

Conditions:

- House or building must be in suitable condition for roof installation (i.e. no water, mold, structural damage, etc.)
- Installation does not include painting or staining.
- A permit will be pulled and a final inspection done by the city or county municipality of where the home resides.
- No labor warranty will be provided.
- No material warranty.
- Nominee must own home or building. Nominee must be current on his/her mortgage payments.

Once we receive a signed copy of this letter back indicating that you accept the above terms and conditions, one of our volunteer committee members will be in touch with you to discuss the additional details of your project.

Best Regards,

CRA Community Service Committee

By acceptance of this letter, you agree to release, discharge, and hold harmless the Colorado Roofing Association and our volunteer partners and their respective officers, directors, employees and agents from any damages which may arise by accepting a free roof.

Homeowner Signature (should it be notarized?)

Date