



Attention Residents

Weather and Schedule Permitting

Claims and Construction Management Group, LLC (CCMG) will be replacing your roof starting on:

Delivery: _____ Roofing Start: _____

To help us ensure that we can provide you the best possible service and quality we ask that you assist us with the following:

It will be noisy during the workday and during the process of loading materials on the roof. Please make appropriate accommodation for residents and animals that are sensitive to loud noise.

- 1.) Please make sure that you cover or move any entry furniture or plants near the building.
- 2.) Please take valuables off the walls and remove and or secure valuables not properly attached to walls. Due to the vibrations while removing and installing your new roof, items may detach. CCMG will not be responsible for items that fall and break due to improper attachment.

***If you are having a skylight/solar tube installed, please move or cover furniture and valuables directly under the immediate area. Dust and debris may fall during the installation process.**

- 3.) During the roof load and construction, access to leave/enter the home may be temporarily blocked while heavy equipment is on site.

***Please remove vehicles from car ports, garages and driveways during working hours to avoid risk of being blocked in, or damaged by falling debris as the driveway will be our main access point to the roof.**

- 4.) If satellite dishes are present - **All roof-mounted satellite dishes will be removed for shingle installation. It will be the owners' responsibility to have the dish reinstalled and realigned for service.**

Our goal is to complete your building no later than _____

We appreciate your attention to these items and look forward to servicing your roofing needs. Please contact us with any questions or concerns you may have.

Sincerely,

**Claims and Construction Management Group, LLC
Brent Egger – On Site Project Manager, 720-633-6615**