

SkyeTec Commercial Wind Mitigation & Replacement Evaluation Client Preparation Form For The Commercial Property Overview

Please provide any of the following information you can in advance of the site visit.

1. Policy Number: _____
2. Owner Information: Contact Name: _____
Home Phone: _____ Work Phone: _____
Mobile Phone: _____
Email Address: _____
3. Building Information: Building Name: _____
Building Address: _____
City: _____ ST: _____ Zip: _____
Building Main Telephone #: _____
Building Website: _____
Building Email Address: _____
4. Building Use: Condominiums
 Apartments
 Other, describe: _____
5. Building Details: Year Built: _____
Total Square Footage: _____
Plans and specs available for review? Yes No
 Single building on property
 Multiple buildings on property
If Multiple, how many? _____
Building numbers: _____
6. Building Additions: Have any additional structures been built and added to the overall footprint of the Property? Yes No
7. Building Deletions: Has any structure been removed and or demolished from the overall footprint of the property? Yes No

8. Building Remodel: Has the building(s) had any remodeling, repairs, or reconstruction that permanently affected the overall structure and common area conditions? Yes No
- If yes, select all that apply:
- New roof mounted structures
 - Spray foam insulation added
 - Replaced windows
 - Replaced doors
 - Installed day lighting thru skylight(s)
 - Other, describe: _____
9. Permit Information: Building Permit Number: _____
- Roofing Permit Number: _____
- Bldg. Dept. Inspection information: _____
10. Roof Information: Age of current roof: _____
- Is there a Secondary Water Barrier (SWB)? Yes No
- If yes, provide the following documentation:
- a. Type of SWB (product info sheet)
 - b. Date of installation
11. Roof Warranty: Is there a roof warranty? Yes No
- If Yes, name of warranty company: _____
- Warranty policy number: _____
- Describe warranty terms: _____
12. Roof Access: Owner must prepare access to the roof (i.e. unlock the roof access door).
13. Budget: Is there a specific line item in the current budget for roof replacement? Yes No