



"Because we understand, your home is your castle!"

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## Roof Inspection Order Form

Please complete this form & email to [Steve@maximumroofcare.com](mailto:Steve@maximumroofcare.com)

|                                            |               |
|--------------------------------------------|---------------|
| <b>1. Person Ordering Roof Inspection:</b> |               |
| Your title: Buyer/Seller/Realtor:          | _____         |
| Your mailing Address:                      | _____         |
| City, State, Zip:                          | _____         |
| Phone: (____) _____ - _____                |               |
| Cell Phone: (____) _____ - _____           |               |
| Email Address:                             | _____         |
| <b>2. Property Address for inspection:</b> |               |
| City, Zip:                                 | _____         |
| Nearest Major Cross Streets:               | _____ / _____ |
| <b>3. Bill to Name or Title Company:</b>   |               |
| Address:                                   | _____         |
| City, ZIP:                                 | _____         |
| Attn/Escrow Officer:                       | _____         |
| Phone: (____) _____ - _____                |               |
| Email:                                     | _____         |
| Escrow Number:                             | _____         |

**Procedure:** We prefer not to set up specific inspection times. Normally it's not necessary for anyone to be at the property during our inspection. The inspection is done from the roof top & we do not need to go inside the house unless there is a leak and/or ceiling spot inside the house. All leaks must be reported to us.

**Disclosures:** Any known roof leaks or problems? \_\_\_\_\_ Where? \_\_\_\_\_ Est. roof age? \_\_\_\_\_ yrs.  
Roof type: (Circle) Shake, Comp. Shingle, Concrete or Clay Tile, Metal Tile, Tar & Gravel, Other: \_\_\_\_\_  
Do you have any **time constraints or contingencies**? \_\_\_\_\_  
Are you representing: Seller or Buyer? (Circle one). Property is: Occupied or vacant? (Circle one)

**Fees & Terms** check all that apply:

- Pay Now \$150** (Preferred) for Single family homes in Santa Clara County, except Gilroy. Or  **Pay Later \$185**.  
 **Pay Now \$185** for Gilroy, Fremont, Newark, Union City, Atherton, Menlo Park, Redwood City. Or  **Pay Later \$220**.  
 **Additional detached building: \$75** if on the same property and inspected same time.  
 **RUSH inspection- within 24 hours:** Adds \$50 more to the above inspection costs.

**PAY NOW:** Make online Payment (Preferred). Within 24 hours of ordering your inspection we will email you an invoice from which you can make a secure credit card or internet ACH payment from your checking or savings account. You can also forward this invoice to your client for payment. Once paid, we will be automatically notified of payment and the inspector will contact you with the date of inspection. Option: You can also leave a check under the front door mat on the morning of the inspection.

**PAY LATER:** Billing Escrow. Fee is due within 60 days regardless of escrow closing time. A \$30 late fee will be added after 60 days. You accept personal responsibility to pay this inspection fee if escrow does not pay for any reason.

All roof inspections come with the report and photos of roof problems.

Acceptance  
Signature: X \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_