

b. Composition Shingles:

- i. Manufacturer: _____
- ii. Product Name: _____
- iii. Design: _____
- iv. Color: _____
- v. Warranted Life: _____

2. Composition Shingle Installation Standards: (Roofer please initial the box after each standard to signify compliance with the following specifications.)

- a. If new decking is required, Roofer must obtain a Building Permit before any work starts, display permit at the jobsite and furnish the original to owner on completion. []
- b. OSB 7/16 inch decking with adequate spacing all around. Allow provision on the wood cross strip to abut and nail the next OSB panel going up the roof and use 2 ½” galvanized, 2” ringshank, 2” coil nail or 2” staple to fasten, and make sure they penetrate decking. []
- c. 30 pound felt and use cap nails or slapnails. []
- d. 1. Either hand nail all (recommended), four nails per shingle or []
2. Use nail gun, four nails per shingle. []

***NOTE:** Nails are to be nailed on the factory nail line on each shingle. Any nails outside of the nail line could result in shingles malfunctioning and the manufacturers warranty being voided. Therefore, it is the WHAAC’s recommendation that all shingles be hand nailed.*

- d. Stand pipes, vent stacks, chimney flashing and other pipes and flashings painted “weathered wood”. []
- e. Use 1 ¼” nails to nail shingles. []
- f. Ventilation included to properly vent attic. (Recommend ridge vent if possible. Ventilation needs to be increased with composition shingles. Go to www.lomanco.com to view the Ventilation Guide under the Information tab.) []
- g. Metal valley channels with baked on enamel to match “weathered wood” color. []
- h. Drip edge metal strips used and match “weathered wood” color. (Keeps water from running in under shingles.) []
- i. Complete tear off of old roof. []
- j. Flashings for plumbing vent pipes replaced and as respects chimney and walls, provide new flashings as required. []

- k. Lien waiver to be provided by roofer on all labor and material as per attached Exhibit I before final payment. []
- l. Warranty form to manufacturer on shingles to be prepared by roofer for mailing to manufacturer and given to owner at completion. []
- m. Roofer will leave one complete bundle of shingles in original wrapper with owner at completion of job. (Storage in garage vs attic to prevent bonding.) []
- n. Roofer will verify color lot number is the same on all bundles of shingles. []
- o. No roof loading of bundles of shingles. []

3. Wood shingle installation standards: (Roofer please initial the box after each standard to signify compliance with the following specifications.)

- a. If new decking is required, Roofer must obtain a Building Permit before any work starts, display permit at the jobsite and furnish the original to owner on completion. []
- b. Hand nail all, or single air gun for each compressor preferable. []
- c. 30 pound felt and use cap nails or slap nails. []
- d. Nailing of wood shingles using 1 ½ “ coil nail or staple. []
- e. Metal valley channels with baked on enamel to match “weathered wood” color. []
- f. Stand pipes, vent stacks, chimney flashings and other pipes and flashings must be painted to match “weathered wood” color. []
- g. Flashings for plumbing vent pipes replaced and as respects chimney and walls, provide new flashings as required. []
- h. Spacing to follow industry standards. []
- i. A complete tear-off of old roof. []
- j. Lien waiver to be provided by roofer on all labor and material as per attached Exhibit I before final payment. []
- k. Warranty form to manufacturer on shingles to be prepared by roofer for mailing to manufacturer and given to owner at completion. []
- l. Roofer will leave one complete bundle of shingles in original wrapper with owner at completion of job. []
- m. No roof loading of bundles of shingles. []

4. Include a copy of Contractor's Bid Proposal. This information will be treated confidentially.

5. Dates re-roofing is estimated to begin _____ to be completed _____.

6. I certify that I/We have fully complied with "Woodfield Homeowners Association (WHA) Procedures for Roof Replacement in Woodfield Subdivision" to obtain the WHA Architectural Committee's Approval.

Resident's Signature/Print Name Date: _____

Co-Signer's Signature/Print Name Date: _____

7. As contractor for _____
I certify that I will install the new roof in accordance with the above roofing material and installation standards.

Roofing Company Representative's Signature/Print Name Date: _____

8. This confirms that all requirements for approval for Re-roofing have been completed.
(Note: Two signatures required)

Architectural Committee Member Signature/Print Name Date: _____

Architectural Committee Member Signature/Print Name Date: _____

(Revised May 9, 2008)

WOODFIELD HOMEOWNERS ASSOCIATION (WHA)

APPROVED LISTING OF MANUFACTURERS PRODUCING COMPOSITION ROOF MATERIAL

AS A MINIMUM STANDARD THE FOLLOWING ARE APPROVED

| <u>Manufacturer</u> | <u>Product Name</u> | <u>Color</u> | <u>30 Year or better</u> | <u>Laminated SHAKE-Like Appearance</u> |
|---------------------|---------------------|----------------|--------------------------|--|
| Tamko | Heritage | Weathered Wood | 30 & 50 Years | YES |
| ELK | Raised Profile | Weathered Wood | 30 Year | YES |
| | Prestique HD | “ | 30 Year | YES |
| | Prestique I HD | “ | 40 Year | YES |
| | Prestique Plus | “ | 50 Year | YES |
| Certainteed | Landmark | Weathered Wood | 30, 40 & 50 Years | YES |
| Malarkey | Legacy | Weathered Wood | 50 Year | YES |
| GAF | Timberline | Weathered Wood | 30, 40 or LL* | YES |
| | Grand Sequoia | Weathered Wood | LL* | YES |
| | Grand Canyon | Stone Wood | LL* | YES |

Notes:

- 1) Tamko Heritage, ELK Raised Profile and Certainteed Landmark are the same as to shadowline.
- 2) ELK Prestique HD and Malarkey Legacy have a darker shadowline.
- 3) GAF and ELK merged in 2007, so some of the product names may have changed.

| <u>Manufacturer</u> | <u>Product Name</u> | <u>Color</u> | <u>30 Year or better</u> | <u>Laminated SLATE-Like Appearance</u> |
|---------------------|---------------------|-------------------|--------------------------|--|
| Certainteed | Grand Manor | Approval Required | LL* | YES |
| GAF | Camelot | Approval Required | LL* | YES |

*Limited Lifetime

Notes:

- 1) Call the WHAAC Chairman for color approval for Grand Manor and Camelot.
- 2) Call the WHAAC Chairman for approval for any other upgraded shingle product not listed here.

(Revised May 9, 2008)

LIST OF HELPFUL HINTS AND SUGGESTIONS FOR RESIDENTS WHEN RE-ROOFING

1. WHA's Architectural Committee can furnish the names of roofing contractors for the consideration of owners.
2. Be sure and check out the selected roofing contractor with the Better Business Bureau.
3. Ask for and check out *local* references of the roofing contractor.
4. Be sure you have a contract with the roofing contractor signed before any work starts.
5. Be sure Woodfield's "Request for Approval to Re-Roof" form is fully completed, signed and presented to the Architectural Committee for review and signatures before work starts.
6. Require certificates of insurance from the roofing contractor evidencing worker's compensation, general liability and automobile liability insurance. Your insurance agent can review these for you.
7. Contractor must give a lien waiver to homeowner for all labor and materials used before final payment is made.
8. If you have an attic, be sure to spread visqueen in the attic storage area to catch the debris when the old roof is torn off.
9. Proper roof ventilation can lower cooling costs by 20% and prolong roof life by 25%. A ridge vent is recommended, if it can be effectively used. Go to www.lomaco.com to view the Ventilation Guide under the Information tab.
10. Make sure contractor's contract specifies a complete clean up of yard and protection of shrubs, air conditioning equipment, etc. near house.
11. Be sure the contractor includes a payment schedule (i.e. down payment, partial payment when shingling material is delivered to home, and remaining balance when job is completed satisfactorily).
12. Include start and completion dates in roofing contract.
13. Use only roofing materials approved by Architectural Committee.
14. Make sure roofer does not stack shingle bundles on the roof while re-roofing as this can cause serious structural damage.
15. Suggest use "Cricket" to be installed behind chimney if there is a long drop from peak of roof to chimney.
16. Suggest consider using "Weather Watch" storm guard around any/all openings in roof.
17. Be sure you obtain the following on the roofing material manufacturer representative:
Name, Address, Telephone No., Fax No., and Email Address.

(Revised May 9, 2008)

EXHIBIT I

Owner(s) _____ Property: _____

STATE OF OKLAHOMA)
COUNTY OF TULSA)
KNOW ALL MEN BY THESE PRESENTS:

A. The undersigned contractor, subcontractor, material supplier or equipment supplier ("Contractor") has furnished labor, equipment, supplies or materials to the Owner in connection with the construction of improvements to the Property ("Project").

B. Contractor has received full payment for its work and materials and does hereby waive and release any and all liens, rights to liens, claims and/or demands of any kind and nature, whether contractual or statutory that may now or hereafter exist or be claimed or asserted on or against:

1. The Owner, and the Owner's successors and assigns;
2. The Property or any part thereof or any interest therein;
3. Any lien claimant's fund, any funds retained by the Owner, any trustee and/or receiver related to the Property, or any other funds owing or to become owing by the Owner and/or any receiver or trustee related to the Property.

for any labor performed, equipment supplied, and/or materials furnished by the Contractor to or in connection with any construction or improvements on the Property.

C. The Contractor represents and warrants that it has paid in full all of its laborers and suppliers in connection with the Project.

This Release and Waiver of lien Rights shall be binding upon the Contractor and its employees, agents, successors and assigns.

EXECUTED to be effective _____, 20__.

CONTRACTOR
_____ (insert Contractor's full legal name)

By: _____
Printed name: _____
Title: _____

STATE OF OKLAHOMA)

COUNTY OF TULSA)

This instrument was acknowledged before me on _____, 20__ by _____, the _____ of _____, on its behalf.

My commission expires: _____