

# CITY OF NAPOLEON GENERAL PERMIT APPLICATION

THIS APPLICATION IS FOR RESIDENTAL CONSTRUCTION INCLUDING BUILDING, ELECTRICAL,  
PLUMBING, MECHANICAL & REMODELING

OK T2

Building P-15-0215

233278

DATE 6/18/15 JOB LOCATION 572 BECKLEE DRIVE  
 OWNER SANDRA KURTZ TELEPHONE # 419-966-9359  
 OWNER ADDRESS 572 BECKLEE DRIVE  
 CONTRACTOR HAUSONS 977 E 14 MILE ROAD CELL PHONE # 248-581-3030  
 DESCRIPTION OF WORK TO BE PERFORMED REPLACE 9 WINDOWS

ESTIMATED COMPLETION DATE 7/31/15 ESTIMATED COST 6315.

Affected Floor Area (AFA): In existing structures, it is the area affected by the improvement, i.e. a new wall dividing a room (the AFA would be only the room and not all the rooms).

DESCRIPTION	FEE	TOTAL COST
<b>BUILDING:</b>		
<i>Decks</i>	\$25.00	\$
<i>Addition &amp; Alterations</i> Square foot in (AFA) _____ x \$0.05 = \$ _____ +	\$25.00 =	\$
<i>Garage and Shed over 200 SF (Detached)</i>	\$25.00	\$
<i>Siding and/or Roofing</i>	\$25.00	\$
<i>Windows/Doors</i> <u>9 WINDOWS</u>	\$25.00	\$
<b>ELECTRICAL:</b>		
<i>Electrical</i> Circuits in (AFA) _____ x \$3.00/Circuit = \$ _____ +	\$25.00 =	\$
<i>Electrical Service Upgrade</i>	\$25.00	\$
<b>MECHANICAL:</b>		
<i>Water Heater</i>	\$25.00	\$
<i>Furnace and/or AC Replacement</i>	\$25.00	\$
<b>PLUMBING:</b>		
<i>Plumbing</i> Traps in (AFA) _____ x \$3.00/Trap = \$ _____ +	\$25.00 =	\$
<b>TOTAL plus Ohio Board of Building Standards Fee 1%</b> \$		

**TOTAL FEE:** \$ 25.25

I FULLY UNDERSTAND THAT NO EXCAVATION, CONSTRUCTION OR STRUCTURAL ALTERATION, ELECTRICAL OR MECHANICAL INSTALLATION OR ALTERATION OF ANY BUILDING STRUCTURE, SIGN, OR PART THEREOF AND NO USE OF THE ABOVE SHALL BE UNDERTAKEN OR PERFORMED UNTIL THE PERMIT APPLIED FOR HEREIN HAS BEEN APPROVED AND ISSUED BY THE CITY OF NAPOLEON BUILDING/ZONING DEPARTMENT.

*I hereby certify that I am the Owner of the named property, or that the proposed work is authorized by the Owner of record and that I have been authorized by the Owner to make this application as his/her authorized agent and I agree to conform to all applicable laws of the jurisdiction. In addition, if a permit for Work described in this application is issued, I certify that the code official or the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.*

**I HEREBY ACKNOWLEDGE THAT I HAVE READ AND FULLY UNDERSTAND THE ABOVE LISTED INSTRUCTIONS.**

SIGNATURE OF APPLICANT: [Signature] DATE: 6/18/15

PRINT NAME:

PERMIT # 15-0215 BATCH # 32304 CHECK # 19671 DATE 6/22/15



**HOME IMPROVEMENT INSTALLMENT CONTRACT AND AGREEMENT**  
 The customer(s) ("Owner(s)") listed below jointly and severally agree to purchase the goods and/or services listed below, in accordance with the purchase and terms described on the front and reverse of this agreement ("Agreement") and all attached Specification Sheets, and Owner(s) has requested that such goods and/or services be installed or provided at Owner's address listed below. Hansons Window and Construction, Inc. ("Contractor") hereby agrees to install or cause to be installed, the products or services listed in this Agreement. Owner(s) agrees to sign a completion certificate upon completion of the installation of the goods. This agreement represents a cash sale of good and/or services. Owner(s) agrees to pay in cash the cost of the goods and/or services purchased as described below, with full payment due upon substantial completion of the job, regardless of timing or approval of any financing Owner(s) may seek for the purchase.

\*WD196\* 233278

MEASURE DATE MEASURE TIME WORTH THE WAIT GUARANTEE: INSTALL TO BE COMPLETED IN APPROXIMATELY 6 to 14 weeks after approval Page 1 of 2 Appointment Number 1516918

Gift Promo This Month?  YES  NO  WAIVE Cust. initials: SK

**CUSTOMER INFORMATION**

Customer Last Name: KURTZ  
 Home Phone Number: NO LAND LINE  
 Job Address: 512 BECKLEE DR NAPOLEAN OH 43645  
 Billing Address: same as above  
 Mr. First Name: DENNIS  
 Mr. Cell: 419-966-1481  
 Mr. Work #: RETIRED  
 Mr. Email: USE WIFE'S  
 Mrs./Ms. First Name: SANDRA  
 Mrs. Cell: 419 966 9359  
 Mrs. Work #: NOT AVAILABLE  
 Mrs. Email: SKKURTZ@gmail.com

**HOME INFORMATION**

TYPE OF HOME:  House  Condo  MHC  
 Historical District:  Yes  No Year Built: 1994  
 Work To Be Done:  House  Garage  Home/Garage Attached  
 If Condo, Name of Complex: Ph#

**CUSTOMER AGREES TO TERMS OF PAYMENT AS FOLLOWS:**

Spec sheet total (Includes promotion \$ and all advertised discounts) \$1900  
 Amount of wood prepaid, if applicable (if not, see spec sheet) \$  
 FINAL TOTAL \$6315  
 Deposit amount (50% required) \$2105  
 Balance to be paid upon substantial completion \$4210  
 Amount financed \$0

**DEPOSIT/FINAL PAYMENT IN THE FORM OF:**

CASH  CHECK # 389  VISA  Master Card  
 Name on Credit Card:  
 Credit Card #:  
 Exp. Date CPU Code:

Your final check is your receipt

**BUYERS RIGHT TO CANCEL:** You, the Buyer(s), may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. See the accompanying Notice of Cancellation form for an explanation of this right. Additionally, the seller is prohibited from having an independent courier service or other third party pick up your payment at your residence before the end of the 3-business-day period in which you can cancel the transaction.

IN WITNESS WHEREOF the parties have here unto signed their name(s) this 1 day of JUNE 2011  
 MICHIGAN/OHIO/MISSOURI SOLICITATION SALES ACT rescission cut off date: 4 day of JUNE 2011

Owner(s) agree that this Agreement, front and reverse, constitutes the entire understanding between the parties, and there are no verbal understandings changing or modifying any of the terms of this agreement. This Agreement may not be changed or its terms modified or varied in any way unless such changes are in writing and signed by both Owner(s) and the Contractor. Owner(s) hereby acknowledges that Owner(s) has read the front and reverse of this Agreement and has received a completed, signed, and dated copy of this Agreement, including the two accompanying Notice of Cancellation forms, on the date first written above. Owner(s) also acknowledges that he or she was orally informed of his or her right to cancel this transaction.

Owner: Sandra Kurtz  
 Owner: Bob Milne  
 SALESPERSON (Please Print Name): BOB MILNE LOCATION: HANSONS WINDOWS OF EXTENSION: TOLEDO

**JUST THE FACTS**

- First of all...No verbal agreements are recognized. Everything must be in writing on the contract. Please make sure everything is written on your order. If something is not on your work order, please do not request it from our staff. They are not allowed to give anything not on the contract.
- Permits...We pull permits on all jobs where they are required. Your permit cost is in addition to the contract price. Every city has different prices and requirements. It is impossible for the our representative to determine how much your permit will cost, but we only charge what the city charges us, not a penny more. Hansons does not charge over and above the amount of the actual permit fee. It would be unfair for us to add a standard price to all contracts to cover permit costs, since the prices vary greatly from city to city. Permits are the responsibility of the homeowner, but we pull them as a convenience free of charge. Certain cities do require a final inspection and it is your responsibility to be home for that (Usually between \$50 - \$300)
- Rotted wood is beyond our control. We don't know what is beneath your shingles, your existing siding or windows. Wood replacement is necessary in about 1/3 of all jobs. If we find rotted wood, or if wood is too thin or not up to code, there will be additional charges for replacing it. If your contract is financed, we will automatically add this amount to your loan. You will be required to sign new documents.
- Contact info...We require at least 2 telephone numbers and an email address from every customer. Please provide this information and the best numbers to contact you during working hours (9AM-5PM)
- Project Managers... You will be assigned your own project manager. The main extension for the installation department is 3600. Your project manager will call you the morning of your installation and let you know what time your installer is expected to arrive within a 2 hour time frame, for example 9-11AM, but it does vary depending on drive times and material pick up.
- Installation start time is approximately 6 to 10 weeks after approval. Please refer to the installation time frame on your contract. Sales reps are not allowed to change these times. You may not hear from us for a period of time while we are waiting for your materials to arrive. Don't worry!! We will call as soon as possible to schedule your job. If you are using our financing, the clock doesn't start ticking until your loan is approved. If your installation time extends past the estimated time on your contract, we will credit your account \$60 per week for every week that we fall behind.
- We cannot hold or guarantee any installation dates. Installations are weather-pending and nobody can predict Mother Nature. Our installers use power tools, so we use weather reports as a guide. Keep in mind, it may not be raining at your house, but it may be expected in your area. Sometimes crews call in sick, trucks break down, etc., just like every other place of business. Please be understanding if this happens. If by chance, your installation is cancelled more than once, for reasons other than weather, we will gladly refund \$100 to you for your inconvenience.
- If you MUST have a Saturday, your projected time of installation may be longer than what is written on the contract. Special order items may also add to the time frame. All installation arrival times are based on 2 hour increments, such as 8-10, 9-11, 10-12. We cannot pinpoint an exact arrival time.
- Length of installation - Average time for a roofing installation is 2 - 5 days. Siding installations are 3 - 10 days. These time frames are based on the size of the jobs and the degree of difficulty so longer installation times may occur.
- A responsible adult 18 years or older must be at the installation site at the beginning and the end of the job. The head installer will do a walk around with you prior to starting work to assess any existing damage, landscaping, or any property that could be affected by the construction. He is available to answer any questions you may have at that time. The head installer is also required to do a post inspection when the job is completed. We want to make sure that we exceeded your expectations, so go over the job very carefully. If there is anything that needs to be addressed, he will be able to take care of it, or ensure that any necessary parts are reported and ordered. Your balance due is payable by cash, check, money order, or credit card. If you are using our financing program a completion slip may need to be signed. Your installer will need to collect at the end of the job.
- Installation Team... We only use Hansons-authorized contractors. Crews usually consist of 1 to 4 people. Our installer-partners use their own trucks and tools and are fully insured over and above Hansons existing insurance. All work is guaranteed by Hansons, so you never have to worry. There will be lots of nailing so please take down all decorations hanging on the walls.
- Power... Installers will need to use your electricity. They do not carry generators, so I agree to supply access to my power.
- Children and pets...Please provide a safe location away from the area during the installation process. Installers use power tools and we don't want anyone to get hurt.
- Financing... If you are financing your balance, Hansons finance department will notify you when your loan is approved. This could take up to 14 days. We will work hard with the finance companies to get your loan approved and sometimes the terms will change. The finance company may also ask you for additional information and your cooperation will help speed the process. If any loan terms change, Hansons finance department and or your representative will explain them to you.
- Landscaping... When your installation is in process, there is debris. Some of it could fall on your landscaping. Our installers do their best to avoid damaging your flowers, trees, and bushes, but sometimes it does happen. Please be understanding.
- Roof / Siding / Gutters:**
- Dumpster... Under no circumstances do we leave debris on your property. We remove everything for safety reasons. Please don't ask our sales reps or our installers if you can keep the scrap. Dumpsters are not for customer use.
- Roof installation... If your roof is leaking, we will prioritize it to the best of our ability. We will be doing a lot of hanging up there, so you should expect debris in your attic. Make sure your valuables are protected with tarps. We will remove and reinstall your satellite dishes but we can't see the satellite so you will have to call your provider to have it lined up. Please cover all A/C units prior to installation.
- Shingles are delivered in your roof top. There are a lot of bundles and it is very difficult to carry them up a ladder. You will be asked to sign a waiver so that the delivery truck can pull into your driveway. A dumpster will be delivered early in the morning on the day of your scheduled installation. It will also be in your driveway. Please make sure that your vehicles are out of the way and accessible to you. We don't like to trap our customers in their own garage, they get mad. Generally, the dumpster is picked up 24 to 48 hours after completion.
- Gutters... Will not have extensions unless on the work order, they are an additional charge. Per code, most cities do not allow downspouts to go into cracks.
- Windows / Doors:**
- Wood... We do not replace the wood framing or stops around your windows. We reuse your existing ones. It's better for the environment. These items are available for purchase if you would like to add them to your work order.
- Construction concerns... We do not do any painting or wood staining. Sometimes, plaster may crack during construction. We will repair with first coat of mud and sand smooth. You may have to do some touch up painting and light sanding after we finish.
- Grids... If you ordered grids on your windows, the patterns will be the same as what you have existing unless otherwise specified on your work order. Please make sure this is the pattern you want.
- Unless otherwise specified... half screens are standard on our windows. Full screens are available as an option but not necessary.
- Window treatments... We ask that you remove all of your window treatments prior to your installation. All windows that are being replaced will need at least 3 feet of clearance inside for our installers to move. We do not take down or reinstall any blinds or draperies. Most blinds will fit after the new windows are installed, but this is not guaranteed.
- Replacement windows do not have nailing fins. They fit inside your existing frame. Frames may be larger and sometimes require stops. Also, on all installations, we need to allow adequate space for insulation, as all windows must be insulated. Windows are installed from the outside, but the installers do need to have access to the inside of your home.
- Doorwalls come in stock sizes unless otherwise specified on your work order. Openings often need to be slightly altered to accommodate the size of the doorwall that you ordered. 5 foot, 6 foot, and 8 foot doorwalls come in 2 sections. 9 foot and 12 foot doorwalls are 3 sections and open in the center.
- Window/A/C units... We do not guarantee that the A/C units will fit in the replacement windows.
- Alarm contacts... will not be reconnected. We will leave the wires exposed and your alarm company will need to come out and reconnect them, as you must be a licensed alarm company to work on alarms.

**ALL CONTRACTS**

I understand the details of my pre-install checklist and I have received a copy. Please start my order immediately. If I do not answer your call within 24 hours please feel free to call my manager at extension #1111

**LEAD SAFE PAINT PRACTICES**

LEAD SAFE PAINT PRACTICES I/we hereby acknowledge receipt of a copy of the pamphlet, "Renovate Right: Important Lead Hazard Information for families, child care providers and schools", informing me/us of the potential risk of lead hazard exposure from renovation activity to be performed in my/our home. I/we received this pamphlet before the work began.

Customer elects reduced warranty option for a term of \_\_\_\_\_ years.

