



## **DMI WATERTIGHT WARRANTY POLICY & PROCEDURES**

### **A. GENERAL INFORMATION**

This publication is intended to be a procedure, used in conjunction with Dimensional Metals, Inc. (here after referred to as DMI) installation instructions and DMI produced shop drawings, for the proper installation of a DMI metal roof or wall system with a watertight warranty. All the procedures listed in this publication are to be followed with no exceptions taken. The installer may, however, take extra measures to insure watertightness of the metal roof/wall system beyond the standard requirements but not without prior written consent from DMI.

Projects requiring a watertight warranty must be reviewed and deemed warrantable by DMI before bidding occurs. A complete set of architectural drawings and specifications of the project is required for the review process to take place. DMI's Technical Services Manager will review the project to assess whether it qualifies to obtain a DMI watertight warranty, including review of the drawings. DMI will not provide a watertight warranty to any project that exceeds the design limitations of the product specified.

### **B. FEES AND BILLING PROCEDURES**

DMI will invoice all installing contractors directly for watertight warranties. Watertight warranties are billed as follows; \$1,000.00 at the time DMI accepts the Project Information Form and begins the shop drawings, with the balance due at the time the warranty is issued. No inspections will proceed until the initial payment has been made. Watertight warranty invoices are payable net 30 days.

### **C. SHOP DRAWINGS**

DMI must create the shop drawings for a project with a DMI watertight warranty. The shop drawings must be approved by the installing contractor and returned to DMI before any fabrication of product can begin.

Note: Any changes to the details by the installing contractor must be submitted to DMI for approval before the shop drawings are submitted to the architect for approval.

The shop drawings serve as the guide for the fabrication and installation of the metal roof and/or wall system. Any deviation in the execution of the details as described in the shop drawings could delay and may even void the project's ability of being warranted.

58 Klema Drive North – Reynoldsburg, OH 43068  
Phone 800.828.1510 Fax 740.927.3319  
[www.dmimetals.com](http://www.dmimetals.com)

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#### D. PRE-INSTALLATION MEETING

Prior to installation of the metal roofing system, a pre-installation meeting with DMI and the installer may be arranged. (First time installations only and projects where it is required in the architectural plans and specifications or where DMI deems necessary) The purpose of this meeting is to review the shop drawings, installation procedure, and warranty inspections that will occur during the course of the project. We require a minimum of two-week advance notice for scheduling.

#### E. INTERIM WARRANTY INSPECTION

During the course of installation of the DMI roof and/or wall system, DMI must perform an interim inspection. This inspection must be scheduled when a minimum of 20% to a maximum of 40% of the roofing and/or siding and flashing work has been completed. It is the installer's responsibility to make arrangements for a DMI inspector to visit the project and provide access to the roof / jobsite. DMI requires the installer to be present during the inspection. This inspection is intended to observe the installation procedures being used by the installing contractor. Any changes in the installation procedure can be made at this time.

#### G. FINAL WARRANTY INSPECTION

Upon completion of the DMI metal roof and/or wall installation, DMI will perform a final inspection. It is the responsibility of the installing contractor to make arrangements for a DMI inspector to visit the project and provide access to the roof / jobsite. DMI requires the installing contractor to be present during the final inspection. The DMI watertight warranty will not be issued until the installer has successfully passed the final inspection. Minor corrections to the metal roof/wall installation may be made during the inspection. If corrective action cannot be completed during the inspection, a re-inspection must be scheduled unless it is deemed by DMI that photos of corrections are acceptable. **The installing contractor will be allowed one re-inspection at no additional charge on any given project. Each additional inspection will be invoiced at a flat rate of \$350.00 per inspection plus portal-to-portal travel expenses. All invoices must be paid prior to the issuance of the DMI watertight warranty.**

#### H. ISSUANCE OF THE DMI WATERTIGHT WARRANTY

The following criteria must be met for DMI to issue a watertight warranty:

- 1) The watertight warranty application must be filled out completely & returned to DMI
- 2) The project must pass the final inspection
- 3) All outstanding invoices for the project must be paid in full, including the final warranty invoice

Upon receiving the watertight warranty, please review the terms and conditions of the warranty. Sign in the area marked installing contractor and forward to owner for their signature. Once the warranty is signed by both parties, return it to DMI. DMI will then sign the warranty (permitting that the final warranty invoice is paid) and return the executed copy to the installing contractor.

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