



07 72 53  
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800-606-8980 | [www.trasnowandsun.com](http://www.trasnowandsun.com)

## SNOW RETENTION CHECKLIST

Please fill in this form with your project details. Some of this information is quite technical, if you need help or have questions please call our office at 800-606-8980.

To submit a Snow Retention Checklist you have several options:

- \*Submit the form by filling it out on our website.
- \*Submit the form online using Adobe Reader and click the submit form button.
- Print the form and fax or e-mail it to our office.

\*All of the required fields must be filled out

If you are having problems submitting the form please call us or e-mail us directly.

Office: 800-606-8980  
Fax: 801-756-7891  
Email: [sales@trasnowandsun.com](mailto:sales@trasnowandsun.com)



# SNOW RETENTION CHECKLIST

ITEMS IN ***BOLD ITALIC*** MUST BE FILLED IN

DATE: \_\_\_\_\_

## 1.1 PROJECT INFORMATION

<b>COMPANY NAME</b>	PROJECT NUMBER
<b>CONTACT NAME</b>	<b>PROJECT NAME</b>
ADDRESS	<b>PROJECT ADDRESS</b>
<b>CITY, STATE, ZIP</b>	<b>CITY, STATE, ZIP</b>
COUNTRY	EST. INSTALL DATE
<b>PHONE NUMBER</b>	<b>PROJECT CONDITIONS</b> <input type="checkbox"/> NEW CONSTRUCTION <input type="checkbox"/> RETROFIT
<b>EMAIL ADDRESS</b>	<b>PRE-BID</b> <input type="checkbox"/> NO <input type="checkbox"/> YES - BID DATE _____
	ARCHITECTECTURAL FIRM _____
	ARCHITECT _____

## 1.2 PROJECT REQUIREMENTS

<input type="checkbox"/> QUOTE	<input type="checkbox"/> LAYOUT DWG'S	<input type="checkbox"/> SAMPLE DWG'S	<input type="checkbox"/> SAMPLES	<input type="checkbox"/> LITERATURE
<input type="checkbox"/> ENGINEERING	<input type="checkbox"/> SPECIFICATIONS	<input type="checkbox"/> SPECIFY		

## 1.3 ROOF DATA

<b>ROOF MATERIAL TYPE</b>	<b>GROUND SNOW LOAD</b>
<b>MANUFACTURER</b>	<b>ROOF SLOPE(S)</b>
<b>MODEL OR TYPE</b>	SNOW RETENTION COLOR
<b>MATERIAL EXPOSURE</b>	HORIZONTAL <input type="checkbox"/> VERTICAL <input type="checkbox"/>

## 1.4 PRODUCTS TO BE USED

<input type="checkbox"/> <b>SNOW BRACKETS</b>	<input type="checkbox"/> <b>STANDING SEAM SNOW FENCE</b>	<input type="checkbox"/> <b>DECK MOUNT SNOW FENCE</b>
BRACKET TYPE(S)	CLAMP ON TYPE	FENCE TYPE(S)
ROOF SHEATHING	PANEL WIDTH	TRUSS/RAFTER SPACING
BRACKETS PER SQ	RIB HEIGHT	LENGTH OF RUN
TILE ROOF SUB-ASSEMBLY		
<b>PRODUCT MATERIAL</b>	<input type="checkbox"/> COPPER <input type="checkbox"/> ALUMINUM <input type="checkbox"/> EG STEEL <input type="checkbox"/> RAW/ZINC <input type="checkbox"/> PAINTED STEEL <input type="checkbox"/> OTHER SPECIFY _____	

## 1.5 NOTES | COMMENTS

## 1.6 INFORMATION RECIEVED FROM CUSTOMER

<b>PLANS</b>	<input type="checkbox"/> ELECTRONIC (PDF, DWG, EMAIL)	<input type="checkbox"/> HARD COPY
<b>OTHER</b>	<input type="checkbox"/> VERBAL INFORMATION	<input type="checkbox"/> IMAGES/PICTURES
<b>DATE RECEIVED</b>	_____	