Warranty Certificate

Transfer Request Form

Please send completed form to ARCA Warranty Ltd. by fax or mail
Or by Email to: warranty@arcaonline.ca

Date of Request: _____

Warranty Certificate #: _____

Original Owner/Certificate Holder: _____

Project/Building Name: _____

Address: _____ **City:**_____

Roofing Contractor: _____

New Owner Name & Address: _____

_____

_____

New Contact Name & Number: _____ **Phone: (___)**_____

Effective Date of New Ownership: _____

Admission of transfer:
Original Owner Representative/Agent (please print name): _____

_____
Signed

New Owner Representative/Agent (please print name): _____

_____ Date:_____
Signed

ARCA administration prepares the new Warranty Certificate document(s) as well as the warranty transfer fee invoice and mails both to the ARCA roofing contractor of record for distribution to the new owner. The warranty transfer fee to be paid by the new owner is $250.00 per document plus G.S.T.

For ARCA Warranty Ltd. administration use only:

Updated Warranty Cert. & Transfer Fee Invoice sent to Contractor: ☐ Date:_____

Transfer Fee Invoice #:_____ Paid: ☐ Date:_____ Chq#:_____