



NATIONAL
ROOFING
CONTRACTORS
ASSOCIATION

AUG 14 1981

8000 Bryn Mawr Avenue
Chicago, Illinois 60631
(312) 693-0700

F.F. Ketheart

FYI

Rec'd
8/18/81



August 11, 1981

Dear NRCA Member:

Approximately a year ago, we sent you our "Passport to Safety" Handbook. The response from our membership has been very good. The "Passport" is filled with helpful information concerning safety, health, and first aid.

SAFETY IS EVERYONE'S BUSINESS!!!! Many NRCA members use the "Passport" as part of their orientation for new employees. Employees then know that from the beginning your company is serious about safety. Each member of your staff should be aware of safety precautions and regulations. To show your employees your concern for their job safety, "Passports" are available with your company name and/or address imprinted for a nominal charge.

Also available are two Safety and Health pamphlets:

Suggested Guidelines for OSHA Health Inspection and Citations

Suggested Safety Program Guidelines

The Suggested Safety Program Guidelines should be posted for employee information. The Suggested Guidelines for OSHA Health Inspection and Citations will assist you in keeping your company standards in line with OSHA regulations, and safe for everyone.

We have enclosed for your convenience an order form for all three publications. Please return the order forms to the NRCA Headquarters in Chicago.

Sincerely,

N R C A

Anna Maria Kazeos

Anna Maria Kazeos
Program Manager

AMK/km

MTC 016817

ORDER FORM

PASSPORT TO SAFETY

IMPRINT CHARGE

Single Copy	1.00	
25 Copies	22.50	
50 Copies	40.00	11.00
100 Copies	75.00	16.00
250 Copies	190.00	30.00
500 Copies	375.00	50.00

Please Add for Postage and Handling

Single	.25 each
25 Copies	2.00
50 Copies	4.00

(Please add 2.00 for each additional 25 copies ordered.)

NRCA Suggested Guidelines for OSHA Inspection and Citations

Single Copy	1.00
25 or more	.75 each

Suggested Safety Program Guidelines

Single Copy	1.00
25 or more	.75 each

Please send me _____ copies of Passport to Safety at _____

Imprinting Charge _____

Please send me _____ copies of NRCA Suggested Guidelines for
OSHA Inspection and Citations _____

Please send me _____ copies of Suggested Safety
Program Guidelines _____

Please add postage and Handling _____

TOTAL _____

Return to: NRCA
8600 W. Bryn Mawr
Chicago, IL 60631

Your check must accompany the order form .

MTC 016818

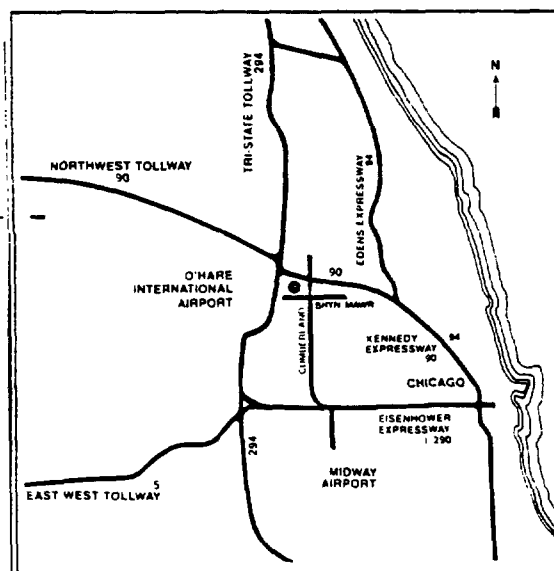


NATIONAL ROOFING
LITIGATION CENTER

MEMO TO: NRLC Members
SUBJECT: Change of Address Notice
FROM: Bennett Brown
DATE: August 10, 1981

Effective August 10, 1981 the National Roofing Litigation Center will be located at:

8600 Bryn Mawr Avenue
Chicago, Illinois 60631
312/693-0236



MTC 016819



NATIONAL ROOFING
LITIGATION CENTER

8600 Bryn Mawr
Chicago, IL 60631

August 11, 1981

Dear NRLC Member:

There is still time to register. Sign up today for the National Roofing Litigation Center's seminar.....

LEGAL CONSEQUENCES FOR ROOFING CONTRACTORS

You won't want to miss it. We anticipate a great turnout. It should be an exciting, educational experience and you'll want to be a part of it!

This is the first seminar sponsored by the National Roofing Litigation Center. It's for the roofing contractor who wants to have a better understanding of the legal ramifications of insurance, mechanic's lien laws, bonds, guarantees and warranties, OSHA joint ventures and standard contract forms. There will be handout material available for each session. Attorneys, roofing contractors and consultants will lead the sessions, and all be available to answer questions about specific concerns.

The seminar will be held September 11-12, 1981 in downtown Chicago at The Drake Hotel. Registration is limited to the first 100, so sign up today. The registration fee is \$175.00 to NRLC members only. Registration fee covers handouts, luncheons and coffee breaks.

Won't you join us? Take advantage of this opportunity to be one step ahead!

Sincerely,

N R L C

Bennett Brown
Administrative Assistant

BB/km

MTC 016820

ABOUT THE PROGRAM

This first seminar sponsored by the National Roofing Litigation Center is for the roofing contractor who wants to have a better understanding of the legal ramifications of insurance, mechanic's lien laws, bonds, guarantees and warranties, OSHA, joint ventures and standard contract forms.

Attorneys, roofing contractors and consultants will lead the sessions, and all will be available to answer questions about specific concerns.

SEMINAR

Legal Consequences for Roofing Contractors

HOTEL ACCOMMODATIONS

The Drake Hotel in downtown Chicago is the site of this year's Litigation Center Seminar. Make your room reservations on the registration form (included with this brochure - - simply fill in, tear off and mail to NRLC). All room reservations must be made by August 21; after that, availability of rooms will not be guaranteed.

If you expect to arrive after 6 p.m., notify the hotel (tel: 312 / 787-2200) to guarantee your room. NRLC will not guarantee the rooms for the seminar.

Confirmed Room Rates (note which price class you want on the registration form):

Singles:	\$ 62,	\$ 75,	\$ 88,	\$ 104,	\$ 123
Doubles:	\$ 82,	\$ 95,	\$ 108,	\$ 124,	\$ 143

Sept. 11-12, 1981
The Drake Hotel
Chicago



**NATIONAL ROOFING
LITIGATION CENTER**

1515 North Harlem Avenue
Oak Park, Illinois 60302
312/383-6252

MTC 016821

PROGRAM

SPEAKERS

FRIDAY, SEPT. 11

8:00 REGISTRATION

9:15 WELCOME

9:30 Insurance for Contractors
J. William Ernstrom, Walter Dirk, Sam Piper

10:45 BREAK

11:00 Mechanic's Lien Laws
Paul J. Yesawich

12:15 LUNCH

1:30 Bonds, Guarantees and Warranties
Stephen Phillips

2:45 BREAK

3:00 OSHA Compliance
Bruce Martin, Ira J. Smotherman, Jr.

4:30 BREAK

5:30 - CASH BAR RECEPTION
Meet the Speakers

SATURDAY, SEPT. 12

9:00 Legal Consequences of Joint Ventures
Neil Schemm

10:15 BREAK

10:30 AIA Standard Contract and AGC Form
Charles Heure, Stephen Phillips

11:45 LUNCH

1:15 Do's and Don'ts
Douglas Jones, Richard Zimmermann, Charles Raymond

2:30 CLOSING AND EVALUATION

■ **Atty. Paul J. Yesawich**
Harris, Beach, Wilcox, Ruben & Levey
Rochester, N.Y.

■ **Atty. Stephen Phillips**
Summers, Hendrick, Spanos, Phillips & Grant, P.A.
Atlanta, Ga.

■ **Bruce Martin**
Executive Vice President
Florida Roofing S/M & A/C Contractors Assn.

■ **Atty. Ira J. Smotherman**
Stokes and Shapiro
Atlanta, Ga.

■ **Atty. J. William Ernstrom**
Harris, Beach, Wilcox, Ruben & Levey
Rochester, N.Y.

■ **Walter Dirk (author of Insurance for Contractors)**
Fred S. James and Co., Inc.
Chicago, Illinois

■ **Sam Piper**
J.A. Piper Roofing Co.
Greenville, S.C.
NRLC Past Director

■ **Atty. Neil Schemm**
Summers, Hendrick, Spanos, Phillips & Grant, P.A.
Atlanta, Ga.

■ **Charles Heure, AIA, Esq., Senior Consultant**
Hills International, Inc.
(Director of Documents/Graphic Standards Division, AIA)

■ **Douglas Jones**
South Side Roofing Co., Inc.
St. Louis, Mo.
NRLC Director

■ **Richard Zimmermann**
Hoge-Warren-Zimmermann Co.
Rolling Meadows, Ill.
NRLC Director

■ **Charles Raymond**
Giffen Roofing Co.
Miami, Fla.
NRLC President

REGISTRATION FORM

Register Now! All registrations after August 21 will be made on a space-available basis. Registration fee covers handouts, luncheons and coffee breaks.

Name _____ Nickname for Badge _____
 Name _____ Nickname for Badge _____
 Name _____ Nickname for Badge _____
 Price Class \$ _____ (Single) _____ (Double)
 Arrival Date _____ Departure Date _____
 Company Address _____
 City _____ State _____ Zip _____
 Registration Fee: \$175 NRLC Members \$200 Non-Members
 Enclosed is \$ _____

Return to: NRLC, 1515 N. Harlem Avenue, Oak Park, IL 60302.

MTC 016822