



2121 Argentia Road, 4th Floor
Mississauga, ON L5N 2X4

Wednesday, July 24, 2024

Roque Roofing Inc
3 Clark Ave
Hamilton, ON L8L 5J7

Re: Project Title: CityHousing Hamilton
Project Address: 555 Queenston Rd, Hamilton, ON
Rimkus Matter No.: 100170064 / 25341-HR22-103SP
Subject: **Request for Project Closeout Documents**

Dear Mr. Roque

This letter is to inform you that the above-noted project is substantially complete. Please find enclosed a copy of the Certificate of Substantial Performance, Form 9, for the project.

It is your responsibility to place an advertisement in the Daily Commercial News stating the completion of the Work to inform all interested subcontractors and suppliers. Once Rimkus is in receipt of an official certificate, we will authorize release of statutory holdback funds after the passing of the Lien period, 60 days from date indicated on the Certificate of Substantial Completion.

Kindly issue the Project Closeout documents:

1. Notice of Publication.
2. Contractor's 2 Year Workmanship Warranty.
3. Manufacturer's Roofing Warranty.
4. Anchor Certification
5. Maintenance manuals for installed products and systems.

Note that all warranties must identify the roof locations worked on and specify the amount of area completed for this project.

Once processed, please forward the required project closeout documentation to our office for review. Final payment to be released after all the closeout documents have been received.

Sincerely,

A handwritten signature in cursive script that reads 'Marco Merolle'.

Marco Merolle, Roofing Practice Leader

FORM 9
CERTIFICATE OF SUBSTANTIAL PERFORMANCE OF THE
CONTRACT UNDER SECTION 32 OF THE ACT
Construction Act

City of Hamilton

(County/District/Regional Municipality/Town/City in which premises are situated)

555 Queenston Road, Hamilton, ON L4K 1J7

(street address and city, town, etc., or, if there is no street address, the location of the premises)

This is to certify that the contract for the following improvement:

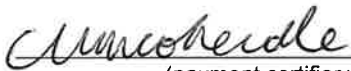
Roof Rehabilitation and Roof Anchor Upgrades

(short description of the improvement)

to the above premises was substantially performed on **July 24, 2024**

(date substantially performed)

Date certificate signed: **July 25, 2024**



(payment certifier where there is one)

(owner and contractor, where there is no payment certifier)

Name of owner: **CityHousing Hamilton Corporation**

Address for service: **55 Hess Street South, 23rd Floor, Hamilton, ON L7N 3M6**

Name of contractor: **Roque Roofing Inc.**

Address for service: **3 Clark Avenue, Hamilton, ON L8L 5J7**

Name of payment certifier (where applicable): **Rimkus Consulting Group Canada, Inc.**

Address: **2121 Argentia Road, 4th Floor, Mississauga, ON L5N 2X4**

(Use A or B, whichever is appropriate)

A. Identification of premises for preservation of liens:

555 Queenston Road, Hamilton, ON L4K 1J7

(if a lien attaches to the premises, a legal description of the premises, including all property identifier numbers and addresses for the premises)

B. Office to which claim for lien must be given to preserve lien:

(if the lien does not attach to the premises, the name and address of the person or body to whom the claim for lien must be given)