



### **Installers Criteria**

Liability insurance for yourself, your employees and/or your company (Minimum coverage \$ 2 million). Valid certificate of liability insurance with “Up-Right Signage Management & Installation Inc.” named on the certificate as an additional insured.

Worker’s compensation insurance for yourself and your employees is required. Valid clearance certificate or similar proof to be provided to Up-Right Signage.

You are required to follow provincial or state safety standards including providing the appropriate CSA approved safety equipment for the specific job (such as safety shoes and approved hard hat when required). [Applicable Occupational Safety & Health Administration standards in the United States]

Depending on the specific job you may require a vehicle capable of carrying signage before accepting the work (typically a mini-van or station wagon).

You must have valid insurance on your vehicle and valid driver’s license – when working on behalf of Up-Right Signage.

You must be bondable. (Bonding is not required for day to day work with Up-Right Signage; it is only required on occasion for specific jobs).

You must provide your own tools.

Up-Right Signage is required to provide photographs of completed installations prior to payment for the requested work. Photos are to be submitted within 48 hours of the completed installation, any special requirements for the photos will be discussed prior to the installation.

At the completion of the job you will have the work order from Up-Right Signage authorized by the store manager or his agent.

You will introduce your company as working on behalf of the client as directed by Up-Right Signage; when required Up-Right Signage will provide a letter of introduction or identification.

All installations will be cared for in a high quality, professional, and timely manner. At the job site the contractor will exercise reasonable care and skill to ensure the safety of the contractor and staff and of the store’s management, staff, and customers. In the event that signage is damaged by the installer it will be reproduced and shipped at the installer’s expense.

Invoices for services must provide information required by Up-Right Signage –e.g. GST registration number for Canadian installs, store name, project number, PO #, date(s).