

ALBERTA PAINTING CONTRACTORS' ASSOCIATION

400, 1040 - 7 Avenue SW, Calgary, Alberta T2P 3G9

Phone: (403) 244-4487 Fax: (403) 244-2340 Email: apca@apca.ca

Website: www.apca.ca

APCA Guarantee & Inspection Program

Step 1 When bidding APCA Guarantee & Inspection projects, the fee as per the Request for Assignment of Inspector form must be allowed in your tender for painting and wall covering. For projects more than 2 hours out of a main centre, please call the APCA office (403-244-4487) for a quote on extra travel costs. Your membership dues must also be paid in full at the **time of tender** or a higher fee will apply. *(If you do not renew your membership at that time, you will be required to obtain the maintenance bond instead of receiving the warranty. However, inspections will still be carried out by the qualified APCA inspector in order to fulfill the MPI specification requirements.)*

Step 2 Once you have received the contract for the project and **two weeks prior** to starting on the project you must provide the following information to the APCA office:

Payment of inspection fees in the form of cheque or credit card *(for fees up to \$500, FULL payment will be required)*

Request for Assignment of an Inspector form

Product Submittal Form

Product data sheets

Section 09900 and related specification sections (wall covering)

Room finish schedule

If this information is not provided in full it will be up to the inspector to decide if he has enough information to provide his first inspection. If the project is underway when this information is provided, a **Warranty Supplemental form** must be submitted and again it will be up to the inspector to make the decision if he can perform the first inspection. If the inspector feels that the project has progressed too far and cannot be inspected, the painting contractor will be notified that **no further inspections** will take place and the **APCA Guarantee will not be issued**.

Step 3** *At the half-way point of the project, as determined by the inspector, the second and final fee payment will be required before any further inspections are performed.** *(Be sure to include the inspection fees in your progress claim in order to cover the last half of the fees at this point.)*

Step 4 Once the final inspection is completed and all deficiencies identified, the Guarantee Certificate will be issued.

NOTE: *If the inspector is called for a final inspection but the job is not ready, one more inspection will be scheduled. If it is still not ready for the final inspection on the next call, the paint contractor will be charged at the regular rate of \$85/hour.*

For further details please contact Connie at the APCA office (403) 244-4487. Forms are available online at [ww.apca.ca](http://www.apca.ca)



APCA MANUALS

Are you using the most current manual? In 2002, MPI updated their Architectural Specification and Repaint Manuals. These new manuals have each section separated into booklets. Therefore, if your manual does not contain these individual booklets, it is the old version.

To facilitate usage of the most current documentation in industry, APCA offers the specification manuals to APCA MEMBERS at a discounted rate of \$110 (non-members pay \$140) plus GST and shipping.

**FAX THIS ORDER FORM TO THE APCA OFFICE AT (403) 244-2340
OR MAIL TO PO BOX 4520, STATION C, CALGARY, ALBERTA T2T 5N3**

Name: _____ Company: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Phone: _____ Fax: _____ Email: _____

ARCHITECTURAL SPECIFICATION MANUAL

_____ @ \$110 APCA Member _____
_____ @ \$140 non-member _____

MAINTENANCE REPAINTING MANUAL _____ @ \$110 APCA Member _____
_____ @ \$140 non-member _____

SUBTOTAL _____

Add \$9.95 S&H per copy _____

5% GST #89741406 _____

TOTAL AMOUNT _____

Cheque enclosed made payable to APCA

Payment by credit card VISA MC AMEX

Credit card _____ Expiry date _____

Name on Card _____ Signature _____

Once you have registered either Manual with MPI, you will then receive:

- **Free updates for two years**
- **Electronic Technical Advisory Service (ETAS) by email (\$15 extra for fax or mail)**
- **Technical help by email, fax or phone (during office hours Pacific Time).**