

# Home Service USA

## Repair Management

### Contractor Application

*Completing this assessment does not guarantee acceptance onto the Home Service USA Contractor Network.*

Date

Company Name

Physical Address

Mail Address

Check if same as Physical Address

Street

Street

City

City

State

Zip Code

State

Zip Code

Business Contact

Contact Information

Primary Office Number

Fax For Work Orders

After Hour Service Dispatch

Cell Phone

Rings To

Cell Phone

Rings To

Email Address

For

Email Address

For

Web Site

Gross Revenue Last Year (click box for drop down menu)

Less than \$100K

Comprehensive General Liability (click box for drop down menu)

Less than \$1Million

Commercial Auto Liability (Click box for drop down menu)

Less than \$1Million

Worker's Compensation Insurance (Click box for drop down menu)

None

Repair Services Provided (please check all that apply)

Interior Electric

Exterior Electric

Interior Low Voltage

Interior Water Line

Exterior Water Line

Interior Drainage

Exterior Sewer

Interior Gas Line

Exterior Gas Line

Gas Central Forced Air Heat

Elec.Cent Forced Air Heat

Gas Boiler Heat

Electric Boiler Heat

Heat Pump

Gas Water Heater

Electric Water Heater

Gas Appliances

Electric Appliances

Excavation for Ext Repairs

List All Master Licenses Trade

Number

Holder

Distance Traveled Under Regular Service Charge (Click 10 Miles box for drop down menu)

Hours of Operation Mon - Fri

Office Hours To

Service Hours To

After Hour Service To

24/7 Emergency Service

#### Company/Employee Information

Are company vehicles signed and in good condition?

Are the service vehicles stocked, organized and prepared for emergency services?

Do all technicians wear company uniforms?

Do you have a sewer camera with video capture?

Do you have jetting equipment?

Do you have leak detection equipment?

Name other specialized equipment?

Do you have excavation equipment for exterior line repairs?

Do you perform your own excavation?

Are certificates and qualifications for technicians kept on record?

Do you have a full time office/administration staff?

How many:

How many service technicians are available?

Are all technicians directly employed?

If no, how many are direct and how many are sub-contracted?

Are all your employees drug tested with results on file?

Do you currently perform criminal background checks and are the records on file?

How does the company ensure that all employees are allowed to work in the United States?

Do you use an answering service for after normal business hour service calls? If so, how do you ensure jobs get deployed when using answering service?

Does the company have a health and safety program?

Describe

How does the company ensure technicians are working according to safety regulations?

Is there a designated Health and Safety representative?

What computer based software do you utilize? (ex. MS Word,

MS Excel, Apple, Adobe)

Do you have the ability to receive documents via email?

Do you have the ability to scan and email documents?

Do your service managers utilize smart phone technology?

List two residential references with telephone number

Telephone

Telephone

**Contractor Acknowledgement:** I confirm that, to the best of my knowledge, the details contained within this form are correct and that the Company named will comply with current Safety and Health standards, as issued by OSHA under the 1970 OSHA Act, when undertaking any work for Home Service USA or any of its clients.

Contractor Representative:

Position:

Date:

**Email this application to: [contractorsrecruit@hsusacorp.com](mailto:contractorsrecruit@hsusacorp.com)**

**For HSUSA Office Use Only**

**HSUSA Acknowledgement:** I have reviewed this application. The following action(s) is required:

- Not needed at this time. Send letter of explanation and file application.
- Arrange on site assessment.

HSUSA Representative:

Position:

Date:

**Onsite Assessment**

Onsite Assessment Date:

Onsite Assessor

Assessor Position:

Assessment Passed?      Yes     No

**Note: Passing the assessment does not guarantee acceptance onto the Home Service USA Contractor Network.**