INMA

INLAND NORTHWEST MARKETING AFFILIATES

OFFER SHEET

HOMEOWNER'S OFFER TO CONTRACTOR

SAMPLE OFFER SHEET: FOR ILLUSTRATION ONLY. Built on a published house plan (Plan 1074-72, houseplans.com, source of the images), shown as an existing home being re-sided. Names, address, and quantities are examples.







JOB NAME	Your Investment	JOB TYPE	James Hardie lap siding
ADDRESS	100% Leverage Lane	OFFER NO.	INMA-100

This is my offer for the work on these pages. Accept it as written or pass.

Applicable code: Washington State Residential Code (2021 IRC as adopted and amended, WAC 51-51). Exterior wall covering, Section R703:
R703.1.1 Water resistance · R703.2 Water-resistive barrier · R703.4 Flashing · R703.10.2 Fiber-cement lap siding, to be installed per the manufacturer's instructions

MY INSTALLATION TERMS

Install to James Hardie's written HZ5 installation instructions so the factory warranties hold. That includes:

Gaps

- Keep siding 6" above finished grade.
- Keep siding 2" above roofs, paths, steps, and patios.
- Leave a ¼" open gap above all flashing. Don't caulk it. On ColorPlus, paint the exposed edge with James Hardie touch-up.

Caulking

- Leave a ⅛" gap wherever trim meets siding, window frames, doors, or any other material, and fill it with caulk. The one exception is existing soffit that stays: run trim tight to it with no caulk (scope item 9).
- Leave a ⅛" gap wherever siding meets anything other than another siding board, and fill it with caulk.
- Use factory edges only at butt joints between siding boards, in moderate contact, not caulked.
- Seal all field-cut edges. On ColorPlus, use James Hardie touch-up or edge coater only.
- Don't caulk nail heads on ColorPlus siding.

Trim and flashing

- Don't let siding hang below trim.
- Install metal flashing over every window, door, and horizontal trim board.
- Install kickout flashing wherever a roof edge meets a wall.
- Install flashing behind every butt joint.

> *You'll correct any deviation from these terms, applicable building codes, or James Hardie's installation instructions at your expense before final payment. I'll give you any deviations found at final inspection in writing. If they aren't corrected within 30 days of that notice, I'll hire another contractor to correct them and pay that cost from the remaining balance.*

***See more details in attached guidance** (page 5). Full James Hardie instructions: jameshardiepros.com (HZ5).

JOB SPECIFICS	
SIDING	**James Hardie HardiePlank lap siding, ColorPlus, Boothbay Blue**
GABLES	**James Hardie HardieShingle, Straight Edge panels, ColorPlus, Gray Slate**
TRIM	**James Hardie HardieTrim, ColorPlus, Arctic White, Tradesman style**
BELLY BAND	**10" HardieTrim, ColorPlus, Arctic White**
QUANTITY	**27.5 squares of lap and 7.5 squares of shake, waste included**

Scope of work

1. **Tear-off.** Remove the existing board-and-batten siding and dispose of it off site. Re-side in lap siding with shake gables, as specified.
2. **Sheathing.** Inspect the sheathing once it's exposed. Replace rotted sheathing at $100 per sheet ($3.12 per sq ft), labor and material. Send me photos of all damaged sheathing before you replace it.
3. **Housewrap.** Install HardieWrap weather barrier per James Hardie best practices.
4. **Window trim, Tradesman style.**
   - 6" head, flashed per my installation terms.
   - 4" sides.
   - Run the head 1" past each side trim.
   - Miter side trim at the bottom corners.
   - Leave all trim gaps ⅛" and caulk them, per my installation terms.
5. **Recessed windows, trim lining the opening.**
   - Flash the sill to the exterior with flashing tape or metal so water drains out, per IRC R703.4, item 1 (window and door openings).
   - **Wood windows:** caulk trim to the window frame.
   - **Aluminum or vinyl windows:** run sill trim and sill flashing past the window face, beyond the weep holes. Don't butt trim or flashing against the window face or block the weep holes.
6. **Corners.** HardieTrim corners, ColorPlus Arctic White. Set the bottom of each corner flush with or below the bottom of the siding.
7. **Trim fastening.**
   - Fasten HardieTrim with 15-gauge finish nails.
   - Depth-adjust nail guns so heads sit flush, not driven into the face.
   - Primed trim: caulk nail holes.
   - ColorPlus trim: finish nail holes with James Hardie touch-up only.
8. **Gables.**
   - Install shakes over a 10" belly band, flashed per my installation terms.
   - Shake start: set a 1" starter strip over the belly band flashing, leaving the ¼" gap. Set a second starter over it that extends 1" past the top of the shake's factory slots. Run the first course of shakes over both.
   - Fasten and caulk shakes by the same rules as trim and siding.
9. **Frieze.**
   - Install 1½" frieze board at all soffits, tight to the soffit.
   - **Existing soffit:** don't caulk the frieze to it. The caulk won't match the soffit color.
   - **New soffit:** caulk the frieze to it.
   - In both cases, caulk where the new siding meets the frieze.

MY OFFER

ITEM	NET SQ FT	RATE	AMOUNT
Lap siding, walls	2,380	$19.00	$45,220
Shake gables	660	$23.00	$15,180
Offer total			**$60,400**
Sheathing replacement, if found		$100 / sheet	added at that rate

** Contractor may add permitting costs and any applicable sales tax to the final invoice with attached receipts. This is standard practice, as each job's final costs are based on valuations.*

I'll pay for additional siding at $19.00 per square foot and additional shake at $23.00 per square foot, labor and material, and additional trim at three times the material cost per linear foot, installed. No added charges for pickups, deliveries, or extra trips. Verify all quantities before you order. Any change in price needs a written change order that I approve in writing by email, text, or signature.

CONTRACTOR INFORMATION: FILL IN BEFORE WORK BEGINS

L&I CONTRACTOR REGISTRATION NO. _____ REGISTRATION EXPIRES _____

BOND COMPANY _____ BOND POLICY NO. _____

LIABILITY INSURANCE COMPANY _____ POLICY NO. _____

LIMIT PER OCCURRENCE _____ AGGREGATE LIMIT _____ POLICY EXPIRES _____

☐ Certificate of liability insurance attached ☐ Signed L&I contractor disclosure statement attached (RCW 18.27.114)

PAYMENT TERMS

When you accept this offer, I'll make one down payment of up to 50% of the offer total to cover materials and operating costs. I won't make any further payment until the work is complete and I've accepted it.

Once work starts, if you're absent from the job more than 3 consecutive working days without written notice to me (email or text), I may end this agreement and hire another contractor. You're owed nothing further, except any part of the offer total left over after the replacement contractor finishes the work and is paid in full.

WARRANTY

PRODUCT	JAMES HARDIE WARRANTY
HardiePlank lap siding	30-year limited, non-prorated
HardieShingle	30-year limited, non-prorated
HardieTrim	15-year limited
ColorPlus factory finish	15-year limited finish warranty

- James Hardie's warranties depend on installation per its written instructions, which my installation terms require.
- Give me a written workmanship warranty of 5 years covering installation.
- Warranty documents: jameshardiepros.com

AGREEMENT

When you and I sign it, this Offer Sheet is our agreement for the work described in it. If we sign any other contract, proposal, estimate, or installation agreement for this work, this Offer Sheet governs wherever the two conflict, including all payment terms. No payment is due on any schedule in another document, including progress payments, draws, or payment at "substantial completion." Payment is due only as stated in my payment terms. Any change to this agreement needs a written change order that I approve in writing by email, text, or signature.

By signing, you accept this offer as written and confirm you've read every page, including the installation terms, scope, pricing, payment terms, installation guidance, and material order.

HOMEOWNER

SIGNATURE

PRINTED NAME

DATE

SECOND HOMEOWNER (IF ANY)

SIGNATURE

PRINTED NAME

DATE

CONTRACTOR (ACCEPTS AS OFFERED)

COMPANY

L&I REGISTRATION NO.

AUTHORIZED SIGNATURE

PRINTED NAME AND TITLE

DATE

INMA is not a contractor. INMA prepared this Offer Sheet for the homeowner, who may take it to any contractor. It is an estimate of fair-market cost for the scope described, not a bid.

ABOUT YOUR ADVOCATE



Jake Bishop. Born and raised in Spokane.

I have 25+ years in the field, 6 as an owner-operator. I started at 15 learning the family trade, including 14 years installing windows and siding, the last 5 as lead installer. Then I spent 6 years as owner-operator of Inland Exteriors LLC: running the business and still on the tools every day, competing with the national brands and the shady ones. I know what clean work looks like and where corners get cut, because I've done the work myself.

I built INMA to put that experience on the homeowner's side of the table: fair-market pricing you can verify, a scope in writing, and no kickbacks. INMA never touches your construction money.

INMA

INLAND NORTHWEST MARKETING AFFILIATES

INSTALLATION GUIDANCE

OFFER INMA-100 · JAMES HARDIE HZ5

Install per James Hardie HZ5 written instructions. This page summarizes them. Where the terms or scope of this offer are more specific, the offer governs.

GENERAL REQUIREMENTS

- Water-resistive barrier behind all siding and trim, installed with penetration and junction flashing per code. Siding goes over studs at 24" o.c. max, or direct to 7/16" OSB minimum.
- Store material flat, dry, and covered. Never install wet or saturated planks (it causes shrinkage at butt joints). Carry planks and trim on edge.
- Caulk, paint, or prime all field-cut edges. Primed product must be painted within 180 days, 100% acrylic topcoat only. No stain, no oil or alkyd paint.
- Nothing installed where it can sit in standing water.

GAPPING

- Butt joints: planks in moderate contact, no gap, every butt joint on a stud. Stagger joints so they don't stack course over course or land directly above or below windows or above doors.
- Siding to trim: minimum ⅛" gap, then caulk.
- Above any horizontal flashing: minimum ¼" gap, left uncaulked so water can drain.
- Frieze: run tight to the soffit, per scope item 9.

CAULKING

- Sealant: elastomeric meeting ASTM C920 Grade NS Class 25 or higher, or latex meeting ASTM C834, applied per the sealant manufacturer's instructions.
- Caulk the ⅛" siding-to-trim gaps and trim joints. Don't caulk the ¼" drainage gap above flashing or the top edge of trim under its flashing.
- ColorPlus: butt joints are flashed, not caulked (caulk weathers differently than the finish). Never caulk nail heads. Use ColorPlus touch-up and edge coater on cut edges.

ATTACHMENT: SIDING

- Blind nail on the factory nail line (¾" to 1" from the top of the plank), ⅜" in from plank ends, into every stud, 24" o.c. max. Minimum 1¼" overlap between courses.
- Blind nails, wood framing: siding nail 0.090" shank × 2", or 11 ga. roofing nail 1¼". Face nail only where code requires it for wind, never mixed with blind nailing on the same wall.
- Starter strip 1¼" under the first course. First course set level and dropped ¼" below the starter edge.
- All fasteners corrosion resistant: hot-dipped galvanized recommended, stainless near water. Drive perpendicular, heads snug and flush. No aluminum fasteners, clipped-head nails, or staples. Over-driven blind nails get hammered flush; over-driven face nails get countersunk and filled.

ATTACHMENT: TRIM

- Trim goes up before siding around windows, doors, and openings. Siding butts into trim; never trim over lap siding.
- Face nail with 2" minimum 16 ga. finish nails (this offer specifies 15 ga., scope item 7), stainless recommended. No closer than ½" from edges and 1" from ends, 16" o.c. max. Two nails every 16" on typical window trim and band boards, three on 8" trim, per the Hardie fastener table.
- Fascia over 2x sub-fascia: 2" 16 ga. finish nails, 16" o.c. max. Direct to rafter tails: 8d siding nails minimum, never finish nails. Gutters never hang off trim; hangers go into rafter tails or roof sheathing.
- Concealed fastening: HardieTrim Flat and Corner Tabs are the only approved hidden-fastener system (tabs stapled to the trim back with 18 ga. crown staples, then 6d siding nails through the tabs, 16" o.c. max). Not allowed on fascia, rake, or frieze.

FLASHING AND CLEARANCES

- Joint flashing behind every butt joint (James Hardie's recommended joint treatment).
- Z-flashing over all horizontal trim, including window and door heads and band boards.
- Kickout flashing where a roof line ends at a wall, minimum 4" × 4" per IRC, with step flashing up the roof-to-wall joint.
- Clearances: 6" above finished grade; 2" above roofs, decks, slabs, paths, and steps. Grade slopes away from the house (about 6" of fall in the first 10'). Penetration blocks (vents, pipes, hose bibs) flashed with Z-flashing and a ¼" uncaulked gap.

Source: James Hardie HZ5 instructions, HardiePlank HS11117 and HardieTrim TR1510 (Sept 2025). James Hardie ties warranty coverage to following its written instructions. Most recent versions: jameshardiepros.com.

INMA

INLAND NORTHWEST MARKETING AFFILIATES

MATERIAL ORDER

OFFER INMA-100 · YOUR INVESTMENT

Items and quantities only. Contractor supplies material from its own sources and verifies all quantities before ordering.

ITEM	QTY
HardiePlank 8¼" lap, ColorPlus Boothbay Blue	27.5 SQ (391 pcs)
HardieShingle Straight Edge panels, ColorPlus Gray Slate, 7" exposure	7.5 SQ (323 pcs)
HardieTrim 5/4×6, ColorPlus Arctic White (window, door, and garage heads)	8 pcs (12')
HardieTrim 5/4×4, ColorPlus Arctic White (window sides and sills, door and garage sides)	23 pcs (12')
HardieTrim 5/4×4, ColorPlus Arctic White, ripped for 1½" frieze	17 pcs (12')
HardieTrim 5/4×10, ColorPlus Arctic White (belly band at gables)	8 pcs (12')
HardieTrim 4/4×4, ColorPlus Arctic White (outside corners)	24 pcs (12')
HardieWrap weather barrier, 9×150'	3 rolls
Joint flashing	2 packs
Z-flashing, 10'	27 pcs
Kickout flashing	4
ColorPlus color-matched caulk	35 tubes
Mounting blocks (vents, hose bibs, meter, lights)	10
Siding nails	3 boxes
15-gauge finish nails	1 box
ColorPlus touch-up kits: Boothbay Blue, Gray Slate, Arctic White	1 each

HOMEOWNER INITIALS _____ CONTRACTOR INITIALS _____