

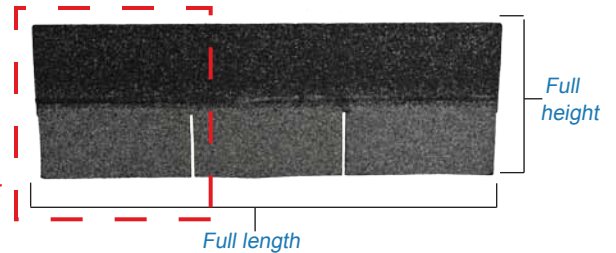


Collect an Asphalt Shingle for Matching

ITEL's roofing matching service helps you find the available products that match your customer's damaged roofing. To make sure you receive the best results, please follow the sample collection guidelines. **When collecting a sample, make sure to take safety precautions and use protective equipment.**

The full length and height of a shingle is recommended. If a full shingle is not available, make sure to include at least a full tab and part of another (see illustration).

Minimum size outlined in red; full shingle recommended.



Step 1: Loosen surrounding shingles



Locate the shingle you intend to submit to ITEL. **Do not** collect the shingles closest to the edge ("starter" shingles), as they may be a different product from the other roofing.

Use a pry bar or putty knife to gently pry away the nails on the shingles surrounding the target shingle.

Step 2: Loosen adhesive strip on the sample shingle



Use the pry bar to loosen the adhesive seal strip along the entire length of the target shingle. The handle of a hammer can be used for additional leverage if needed.

Step 3: Remove the sample shingle



Once the surrounding shingles are completely separated and the adhesive seal has been loosened, gently rock the target shingle back and forth to remove it.

Step 4: Protect exposed area from moisture



If moisture is a concern at the site of the removed shingle, a plastic sheet can be inserted under the remaining shingles.

Tack the sheet in place by nailing through the shingles into the top of the plastic. Also secure the sides and bottom of the plastic.

Step 5: Send the sample and ITEL Test Request Form

Send the sample with a completed Test Request Form to ITEL (use the same form you send with flooring and siding). You can download the Test Request Form at www.itelinc.com.

When sending the sample, roll or fold the shingle to fit in the shipping bag. ITEL recommends sending asphalt shingles separately from flooring samples.

The ITEL Sample Submittal Kit includes the required form, a shipping envelope, and pre-paid label to send the sample to ITEL. Free kits are available at www.itelinc.com or call **800-890-ITEL (4835)**.

