



## Professional Reference Form (FD-15)

The North American Contractor Certification Program (NACC) for Architectural Glass and Metal (AG&M) Contractors requires Professional References from Architects, AG&M Consultants, General Contractors, or Building Owners attesting to completion of work to specifications and performance requirements for work performed by the Architectural Glass and Metal Contractor completed within the last 12 months (24 months is allowed for initial certification year).

### AG&M Contractor Information this form is providing a reference for.

AG&M Contractor Name \_\_\_\_\_

Address of Contractor \_\_\_\_\_  
\_\_\_\_\_

### General information about professional completing this form.

Your Name and Title \_\_\_\_\_

Company Name \_\_\_\_\_ Contact Phone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Your category in the industry:

- Building Owner     Architect     AG&M Consultant     General Contractor

Your Business Address:

\_\_\_\_\_  
\_\_\_\_\_

Do you have a current valid professional license in the industry (example PE, Architect)

- Yes |  No

If yes – License type \_\_\_\_\_ License number \_\_\_\_\_ State \_\_\_\_\_

## Work history with AG&M Contractor

How long has the AG&M Contractor performed work directly with you?

\_\_\_\_\_ years (if less than 1 year number of months \_\_\_\_\_)

List of projects completed and type of work performed by the AG&M contractor within the last 12 months\* and date completed? (minimum of 1 job completed required) \*24 months for initial certification

Job \_\_\_\_\_ Type of work \_\_\_\_\_ Date Completed (mm/yyyy) \_\_\_\_/\_\_\_\_/\_\_\_\_

Job \_\_\_\_\_ Type of work \_\_\_\_\_ Date Completed (mm/yyyy) \_\_\_\_/\_\_\_\_/\_\_\_\_

Job \_\_\_\_\_ Type of work \_\_\_\_\_ Date Completed (mm/yyyy) \_\_\_\_/\_\_\_\_/\_\_\_\_

## Quality of work

Would you use and/or recommend this contractor for future projects?

Yes |  No

Please rate the following quality of work questions regarding work performed by the AG&M Contractor on a scale of 1 to 5.

AG&M Contractor's performance to project specifications.	Poor 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/> Excellent
Meeting your expectations for the project.	Poor 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/> Excellent
Handling of changes and problem solving.	Poor 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/> Excellent
Reasonably meeting project deadlines. (taking into consideration changes and variations made to scope of project or specifications changed after the initial contract execution that may have been out of the control of the AG&M contractor).	Poor 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/> Excellent
Appearance and functionality of completed project.	Poor 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/> Excellent
Timely completion of post project punch list.	Poor 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/> Excellent

## Performance questions

Are you aware of any issues on the projects completed by this AG&M Contractor including:

1. Payment for materials  
 Yes |  No |  N/A

