



# ENGINEERED POST FRAME BUILDING REQUEST FORM

Thank you for choosing Midwest Manufacturing for your engineered post frame building.

**Purchase:** To engineer your post frame building, we need the following:

- Engineering fees paid as determined by MM Engineering.
- You can purchase your engineered print at a local Menards store. ([Store Locator](#))
- This packet completed and email to: [engineering@midwestmanufacturing.com](mailto:engineering@midwestmanufacturing.com)
- Supporting information and questions can be sent to the same email address
- Your project will be completed in the order in which it was received.
- Lead times are based on the current work load and can vary throughout the year.

**Fees:** The Engineering fees are based on the scope of the project and the use of materials provided by Midwest Manufacturing. All structural components such as trusses, columns, and steel panel must be purchased from Menards.

**Process:** MM Engineering performs the following steps on engineered prints:

- Code review
- Structural analysis
- Drafting
- Project review by the building designer
- Project review by the Supervising Professional licensed in your state
- Prints are signed and sealed. (Prints will be sent to the address listed on the purchase order)
- Suggested list of materials is provided to the store, for review and purchase, this is not a kit.

MM Engineering Provides a set of structural prints.

MM Engineering does not provide, Electrical, Mechanical, Civil, Plumbing/Sprinkler, Architectural or HVAC Plans.

**Soil Statement:** MM Engineering uses an assumed 2000 psf soil bearing capacity unless otherwise noted or a soils report is provided. (Consult Geotechnical Engineer if necessary)

**Modifications:** Changes to the scope of your project:

- All changes need to be sent to MM Engineering using a MM Engineering Change Request Form
- All changes will be subject to additional Engineering and Drafting fees as determined by MM Engineering

**Materials:** All preliminary material lists are subject to change. MM Engineering recommends waiting for all state and local approvals/permits prior to ordering any materials. Any changes by state or local officials will be addressed and a new material list will be provided based off the changes requested.

**Additional Information:** Please visit [MidwestManufacturing.com](http://MidwestManufacturing.com) for more information and additional building design services.



# GENERAL BUILDING INFORMATION

<b>1. Owner Information:</b> Name: _____ Address: _____ City: _____ State: _____ Zip Code: _____ Phone: _____ Email: _____	<b>3. Site Information:</b> Address: _____ City: _____ State: _____ Zip Code: _____ County: _____ Town/Village/City: _____	<b>5. Store Information:</b> Store Name: _____ Contact: _____ 12 Digit Design ID: _____ MM File #: _____  Have Materials Been Purchased Yes    No If Yes, Has Construction Started Yes    No																		
<b>2. Builder Information:</b> Business Name: _____ Contact: _____ Phone: _____ Email: _____	<b>4. Local Building Official:</b> Name: _____ Phone: _____	<b>6. Project Name:</b> Name To Be Listed On The Print _____																		
<b>7. Primary Use Of The Building:</b> (Check All That Apply) <table style="width: 100%;"><tr><td><input type="checkbox"/> House</td><td><input type="checkbox"/> Office/Business</td><td><input type="checkbox"/> Mercantile/Retail</td></tr><tr><td><input type="checkbox"/> Residential/Private Storage</td><td><input type="checkbox"/> Factory/Industrial</td><td><input type="checkbox"/> Assembly (Church/Restaurant)</td></tr><tr><td><input type="checkbox"/> Storage Warehouse/Condo</td><td><input type="checkbox"/> Vehicle Repair/Storage</td><td><input type="checkbox"/> Other _____</td></tr><tr><td><input type="checkbox"/> Mini Storage</td><td><input type="checkbox"/> Hangar</td><td></td></tr></table>			<input type="checkbox"/> House	<input type="checkbox"/> Office/Business	<input type="checkbox"/> Mercantile/Retail	<input type="checkbox"/> Residential/Private Storage	<input type="checkbox"/> Factory/Industrial	<input type="checkbox"/> Assembly (Church/Restaurant)	<input type="checkbox"/> Storage Warehouse/Condo	<input type="checkbox"/> Vehicle Repair/Storage	<input type="checkbox"/> Other _____	<input type="checkbox"/> Mini Storage	<input type="checkbox"/> Hangar							
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<b>8. Building Specifics:</b> (Check All That Apply And Show Locations And Sizes Of Each On The Floor Plan On Page 5) <table style="width: 100%;"><tr><td style="vertical-align: top;">Openings: <input type="checkbox"/> Windows <input type="checkbox"/> Service Doors <input type="checkbox"/> Overhead Doors <input type="checkbox"/> Sliding Doors <input type="checkbox"/> Other _____</td><td style="vertical-align: top;">Exterior: <input type="checkbox"/> Lean-To (<a href="#">Link to Form</a>) <input type="checkbox"/> Eyebrow <input type="checkbox"/> Grade Changes <input type="checkbox"/> Dormer <input type="checkbox"/> Other _____</td><td style="vertical-align: top;">Interior: (<a href="#">Link to Form</a>) <input type="checkbox"/> Restrooms <input type="checkbox"/> Offices <input type="checkbox"/> Partition Walls <input type="checkbox"/> Mezzanine (<a href="#">Link to Form</a>) <input type="checkbox"/> Other _____</td><td style="vertical-align: top;"><input type="checkbox"/> Firewall <input type="checkbox"/> Basement <input type="checkbox"/> 2nd Floor</td></tr></table>			Openings: <input type="checkbox"/> Windows <input type="checkbox"/> Service Doors <input type="checkbox"/> Overhead Doors <input type="checkbox"/> Sliding Doors <input type="checkbox"/> Other _____	Exterior: <input type="checkbox"/> Lean-To ( <a href="#">Link to Form</a> ) <input type="checkbox"/> Eyebrow <input type="checkbox"/> Grade Changes <input type="checkbox"/> Dormer <input type="checkbox"/> Other _____	Interior: ( <a href="#">Link to Form</a> ) <input type="checkbox"/> Restrooms <input type="checkbox"/> Offices <input type="checkbox"/> Partition Walls <input type="checkbox"/> Mezzanine ( <a href="#">Link to Form</a> ) <input type="checkbox"/> Other _____	<input type="checkbox"/> Firewall <input type="checkbox"/> Basement <input type="checkbox"/> 2nd Floor														
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<b>9. Building Dimensions:</b> <table style="width: 100%;"><thead><tr><th></th><th>Width</th><th>Length</th><th>Height <small>(Top of floor to truss bearing)</small></th><th>Column Spacing <small>(8' O.C. Most Common)</small></th><th>Truss Spacing <small>(8' O.C. Most Common)</small></th></tr></thead><tbody><tr><td>Main</td><td>_____</td><td>_____</td><td>_____</td><td>_____</td><td>_____</td></tr><tr><td>Secondary</td><td>_____</td><td>_____</td><td>_____</td><td>_____</td><td>_____</td></tr></tbody></table>				Width	Length	Height <small>(Top of floor to truss bearing)</small>	Column Spacing <small>(8' O.C. Most Common)</small>	Truss Spacing <small>(8' O.C. Most Common)</small>	Main	_____	_____	_____	_____	_____	Secondary	_____	_____	_____	_____	_____
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Main	_____	_____	_____	_____	_____															
Secondary	_____	_____	_____	_____	_____															
<b>10. Roof Design:</b> <input type="checkbox"/> Standard Roof (Gable 4/12 Pitch, Flat Bottom Chord) <input type="checkbox"/> Other _____																				
<b>11. Will There be a Concrete Floor?</b> <input type="checkbox"/> No <input type="checkbox"/> Yes    If yes, how thick? <input type="checkbox"/> 4" <input type="checkbox"/> 5" <input type="checkbox"/> 6" <input type="checkbox"/> Other: _____																				
<b>12. Addition To Existing:</b> Will this building be an addition to an existing structure?    Yes <input type="checkbox"/> No <input type="checkbox"/> ( <a href="#">Link to Form</a> ) If yes, please provide a completed "Addition to Existing Building" information sheet.																				

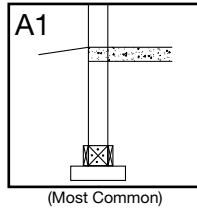


# WALL AND ROOF DESIGN

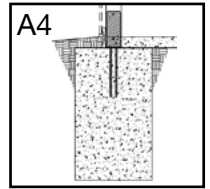
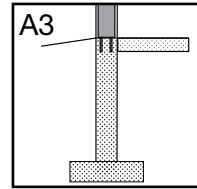
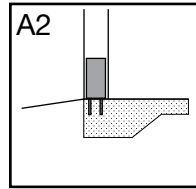
## 13. Post/Column Information:

### A. Embedment Style

- ☐ Embedded Posts on Footing Pad (A1)  
☐ Thickened Slab (A2)  
☐ Frost Wall (A3)  
☐ Concrete Pier (A4)



(Most Common)



For A2, A3 or A4 Options: ☐ Dry Set ☐ Wet Set

### B. Type of Support Post/Column

☐ Laminated Column ☐ Solid Post ☐ No Preference (use most economical)

## 14. Roofing Material Used:

☐ Pro-Rib® ☐ Premium Pro-Rib® ☐ Premium Pro-Snap® Sheathing Thickness ☐ ☐ Shingles ☐ SKU Sheathing Thickness ☐

## 15. Wall Material Used:

☐ Pro-Rib® ☐ Premium Pro-Rib® ☐ Other

## 16. What Are The Building's Colors?

Walls  Roof  Trim  Wainscot

## 17. Will This Building Have Any Wainscot At The Base Of The Wall:

Sidewall 1: ☐ None ☐ 36" ☐ 42" ☐ 48" Material: ☐ Steel ☐ Other   
Sidewall 2: ☐ None ☐ 36" ☐ 42" ☐ 48" Material: ☐ Steel ☐ Other   
Endwall 1: ☐ None ☐ 36" ☐ 42" ☐ 48" Material: ☐ Steel ☐ Other   
Endwall 2: ☐ None ☐ 36" ☐ 42" ☐ 48" Material: ☐ Steel ☐ Other

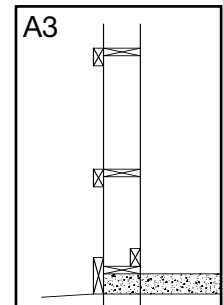
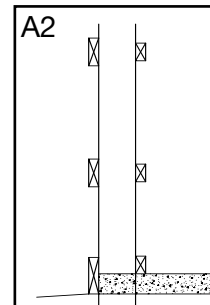
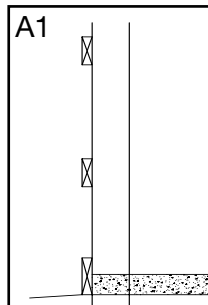
## 18. Will This Building Have Any Overhangs: (REQUIRED FOR VENTILATION IF BUILDING IS HEATED)

Sidewall #1: ☐ None, ☐ 1', ☐ 2' Endwall #1: ☐ None, ☐ 1', ☐ 2' Fascia Size: ☐ 2x4 ☐ 2x6 ☐ 2x8  
Sidewall #2: ☐ None, ☐ 1', ☐ 2' Endwall #2: ☐ None, ☐ 1', ☐ 2' ☐ Other:

## 19. Wall Design:

### A. Girt Selection

- ☐ Flat Girt (Non-insulated) (A1)  
☐ Double Girt (Insulated) (A2) (Most Common)  
☐ Bookshelf Girt (Insulated) (A3)



### B. Insulation

☐ None ☐ 6" (R-19) Insulation  
☐ Other

### C. Interior Liner

☐ None ☐ Pro-Rib® ☐ Dura-Panel™ ☐ Gypsum ☐ Other

## 20. Ceiling Design:

### A. Insulation

☐ None ☐ Blown Fiberglass Insulation (Standard) ☐ Other

### B. Ceiling Liner

☐ Pro-Rib® ☐ Dura-Panel™ ☐ Gypsum ☐ Other



# ACCESSORIES AND OPENINGS

## 21. Building Environment:

- ☐ Cold  
☐ Semi-Heated  
☐ Fully Conditioned

## 22. Fastener Preference:

Primary Framing: ☐ Post Frame Nails (Most Common) ☐ Screws  
(Trusses, Headers, On-Edge Purlins)

Secondary Framing: ☐ Post Frame Nails (Most Common) ☐ Screws ☐ Gun Nails  
(Girts, Gradeboard, Nailers, Flat Purlins)

## 23. Specialty Building Accessories Below. Please Specify Type And Quantity:

- ☐ Condensation Blanket ☐ Roof ☐ Walls  
☐ Block-It House Wrap  
☐ End Caps  
☐ Snow Jacks  
☐ 10' Snow Bars  
☐ Gutters - 6" Fascia Required
- ☐ 10' Pro-Sky Ridgelites ☐ Clear ☐ Bronze ☐ White  
☐ Pro-Sky Skylite ☐ Clear ☐ Bronze ☐ White ☐ 7' ☐ 9' ☐ 11' Quantity:   
☐ Pro-Sky Eavelights Sidewall 1: ☐ 2', ☐ 3', ☐ 4' Sidewall 2: ☐ 2', ☐ 3', ☐ 4'
- ☐ Gable Vents ☐ 14"x18" ☐ 18"x24"  
☐ Roof Cupola ☐ 24" ☐ 36" Quantity:   
☐ Weathervanes ☐ Carriage ☐ Cow ☐ Duck ☐ Eagle ☐ Hog  
☐ Pheasant ☐ Retriever ☐ Rooster ☐ Sailboat ☐ Horse

## 24. Building Openings. Please Specify Size, Type And Location: (Windows, Overhead, Sliding, Service Doors)

Width x Height	Type	Location
e.g. 16' x 7'	White insulated garage door	West Endwall 1C - Centered on wall
e.g. 24" x 24"	Sliding Window 404-0460	North Sidewall 1A - 3' from left
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____
8. _____	_____	_____
9. _____	_____	_____
10. _____	_____	_____

## 25. Notes:

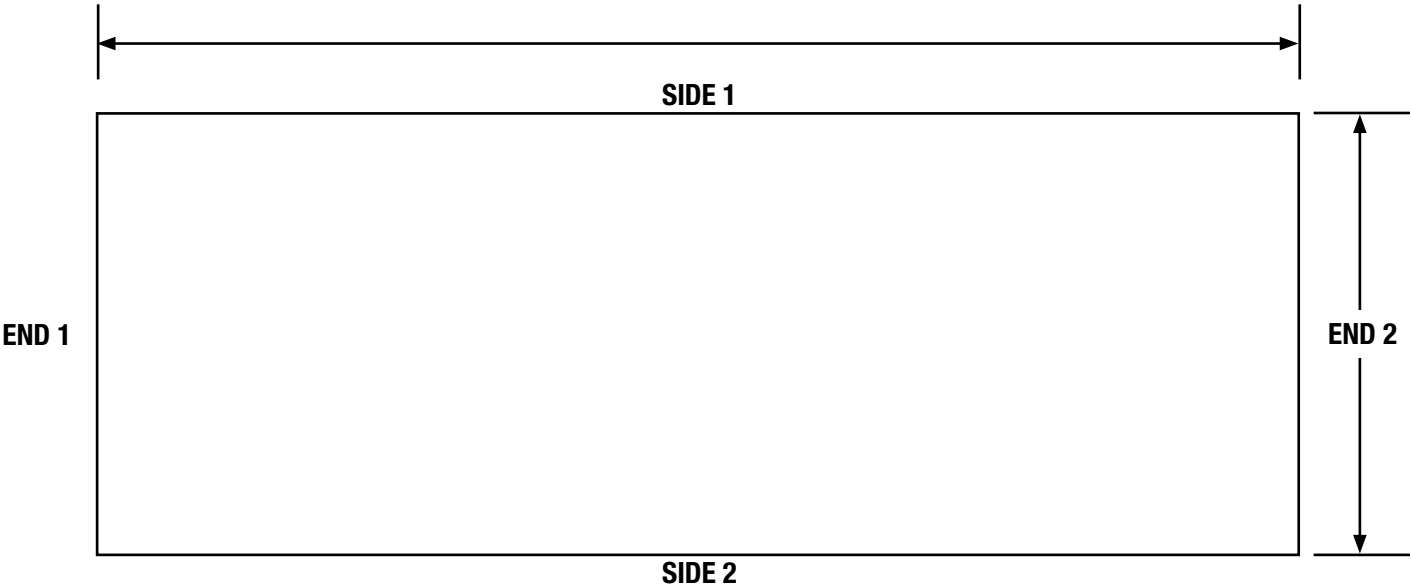


# BUILDING LAYOUT

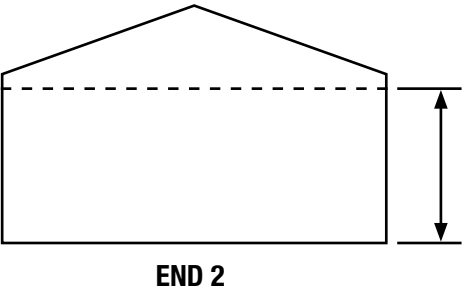
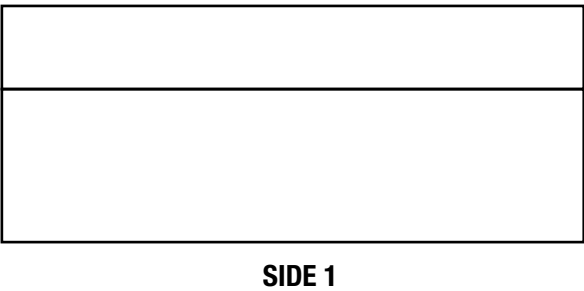
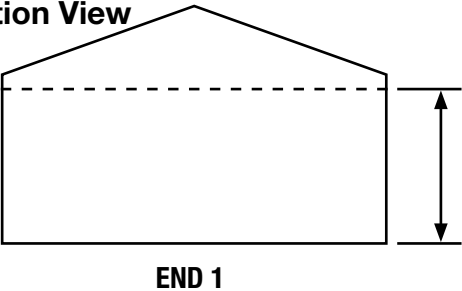
**26. Building Layout:**  
Show and dimension all items selected on page 2 (item #8)

**What Direction is North?**

**Top View**

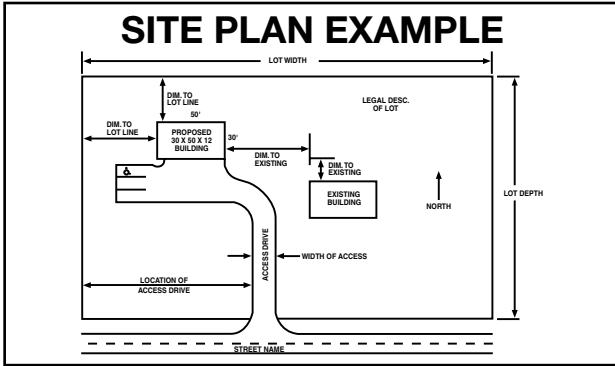


**Elevation View**



**This information is accurate and complete to the best of my knowledge. MM Engineering Services will be held harmless for any consequences arising due to the misinformation and / or withholding of information on my part.**

# SITE PLAN



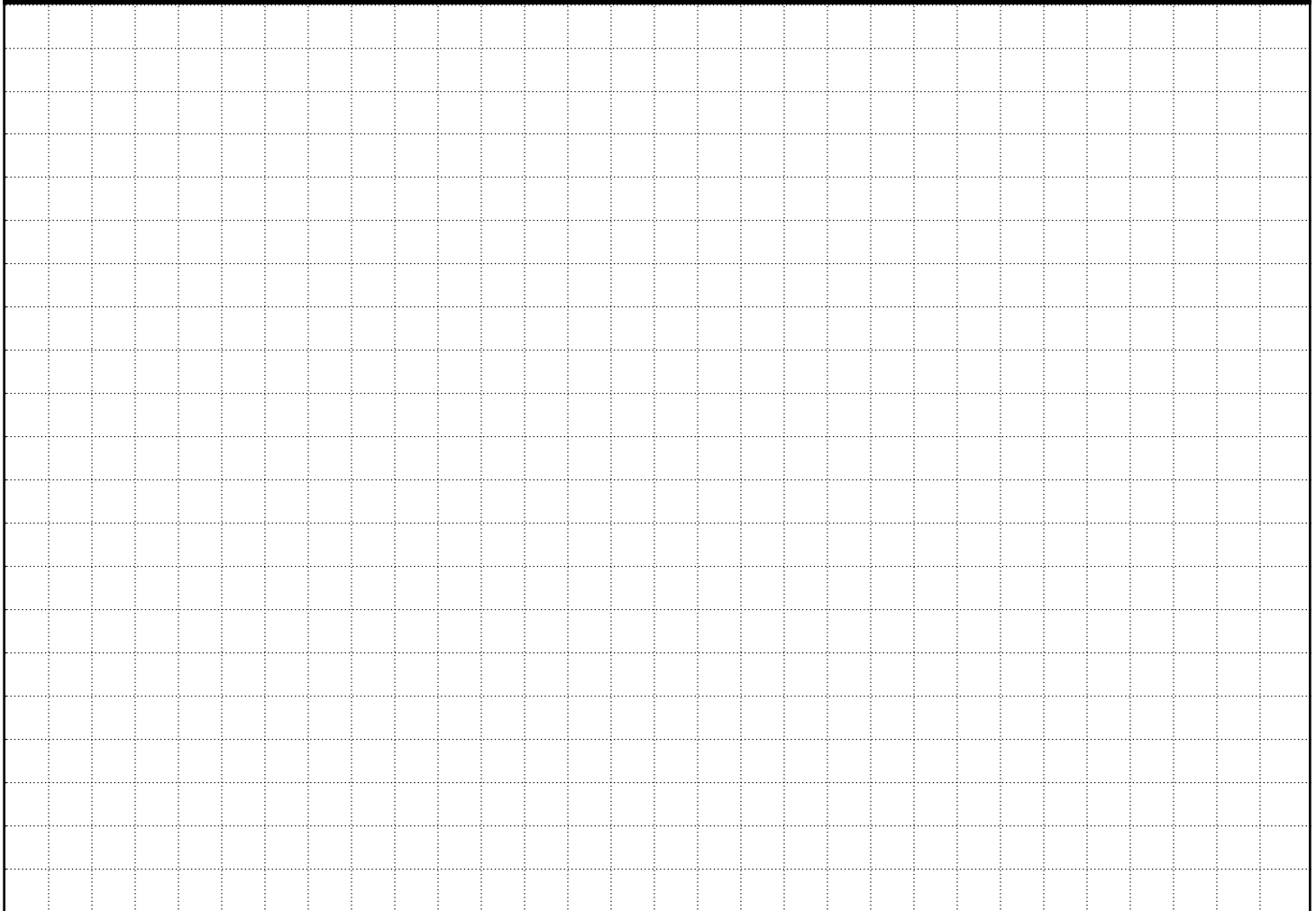
If you have other drawings, pictures, or information of site plan, all information can be emailed to: [Engineering@MidwestManufacturing.com](mailto:Engineering@MidwestManufacturing.com)

## 27. SITE PLAN INSTRUCTIONS:

To complete the SITE PLAN, please answer each of the following questions. Indicate the necessary information on the sketch as shown on this page.

1. What is the actual lot size? (give dimensions)
2. Indicate distances of proposed building from each lot line.
3. Give dimensions of the proposed building.
4. Show all roadways & streets, also label the names.
5. Show any existing buildings and how far they are from the proposed building.
6. Show and locate all access drives to proposed building.
7. Indicate which direction is North.
8. Show parking area. (if applicable)
9. Show any other pertinent information about the site. (e.g. large grade difference, sidewalks, etc.)

**Note: Print will not be started until information is received.**



This information is accurate and complete to the best of my knowledge. MM Engineering Services will be held harmless for any consequences arising due to the misinformation and / or withholding of information on my part.



# OWNER'S RESPONSIBILITIES FOR PROFESSIONAL DESIGN AND ENGINEERING SERVICES

With a retainer fee (to be determined by MM Engineering Services) and after written authorization to proceed, MM Engineering Services, shall perform the following services if the following terms and conditions are met:

## TERMS AND CONDITIONS---verbal or written terms or conditions not contained herein are not binding.

- A. Services to be provided are based upon information provided by the undersigned Owner. MM Engineering Services is not responsible for errors or problems caused by misinformation or lack of information.
- B. Completion dates for the above noted services are subject to MM Engineering Services current work loads. Any dates given for this project are estimates only, therefore the date is not binding and the project shall not be subject to cancellation by the owner for late completion.
- C. MM Engineering Services shall not be responsible for any special incidental or consequential damages with respect to services provided including but not limited to lost profits or revenue, cost of capital, cost of replacement services, lost sales, transportation costs, lost time or inconvenience and injury to property.
- D. Drawings and specifications as instruments of service shall be the property of MM Engineering Services, regardless of whether the work is executed, and the use of these for any other project is not authorized.
- E. Owner shall be responsible for obtaining all building and land use permits for the structure. The owner is also responsible for the final building's compliance with the building codes and/or other governmental requirements enforced where the structure is located. The owner agrees that MM Engineering Services is not responsible for determining if final building meets or will meet those requirements.
- F. The Owner agrees to pay, in addition to the retainer fee, the cost of any supplementary drawings required by reason of construction changes agreed to by both parties. It is understood that the Engineer, under the terms hereof, will, at an additional cost to Owner, review and act in an advisory capacity in connection with each construction change submitted by Owner and will prepare a letter indicating his opinion as to the acceptability and effect of each change.
- G. In the event any term of this contract is unenforceable, the remaining terms of the contract shall be in full force and effect.
- H. An MM Engineering Services representative may have oral statements about the assignment, such statements do not constitute warranties, and shall not be relied upon by the owner. There are no warranties, expressed or implied, as to the services provided to Owner by MM Engineering Services, except those specifically stated in this writing. MM Engineering Services is not responsible for contractors work. MM Engineering Services sole remedy shall be to provide corrected plans.
- I. MM Engineering has the right to refuse any project.

## OWNER'S RESPONSIBILITIES

Owner shall do the following in a timely manner and as not to delay the services of the Project's Designer:

- A. The client shall provide the Designer all existing studies, reports and other available data pertinent to the assignment. The Engineer or Designer shall be entitled to use and rely upon all information and services provided by the owner. Obtaining or authorizing an Engineer to obtain or provide additional reports and data as required by the designer is the sole responsibility of the client.
- B. Provide all the criteria and full information as to the owner's requirements for the assignment and designate in writing, a person with the authority to act on the owner's behalf of all matters concerning the assignment.
- C. Owner must arrange access for engineer/designer to enter public and private property as needed for engineer/designer to perform services hereunder.

## DESIGNER'S RESPONSIBILITIES

- A. Consult with the owner if needed to clarify and define the Owner's requirements of the assignment and review the data submitted by the owner.
- B. Advise the owner as to the necessity of the owner providing or obtaining from other special services and data required in connection with the assignment, and assist the owner in obtaining such data and services.
- C. Provide the owner with preliminary site plan, floor plan, elevations and wall sections if needed.

## I HAVE READ AND UNDERSTAND THE ABOVE TERMS AND CONDITIONS:

X \_\_\_\_\_

Owner's Signature

\_\_\_\_\_ Date

\*Must be sent along with a copy of invoice.