

# ROOF INSPECTION CHECKLIST

<b>Roof Identification:</b>	<b>Address:</b>
<b>Date Roof Installed:</b>	<b>Original Contractor:</b>
<b>Manufacturer's Warranty No:</b>	<b>Date Of Warranty Expiration:</b>
<b>Date Of Roof Inspection:</b>	<b>Inspected By:</b>

ITEM:	WHERE TO LOOK:	WHAT TO LOOK FOR:
Roof Traffic	Roof Access Points Walkways Mechanical Units	Membrane Cuts & Punctures Crushed Roof Insulation Trash & Sharp Objects
Contaminants	Mechanical Units Kitchen Exhausts	Oil Spills Cooking Fats & Grease
Drainage	Mid-Span Of Beams & Joists Large Rooftop Units Roof Drains Wall Scuppers Gutters & Downspouts	Accumulated Debris Visible Deflection Discoloration of Curbs & Walls Loose Sheet Metal Cracked Caulking
Wind Storm Damage	Roof Perimeter Roof Membrane Surface	Loose Perimeter Sheet Metal Loose Areas Of Roof Membrane Buckled Insulation Displaced Roof Ballast
Moisture Infiltration	Adjoining Walls & Parapets Large Rooftop Units Skylights	"Soft" Roof Insulation Discoloration Of Walls Loose Sheet Metal Flashings Missing Weather Seals Cracked or Sunken Caulking
Roof Membrane Seams	T-Joints Angle Changes	Edge Cavitation or Curling Entrapped Moisture
Base Attachments	Parapet Walls & Curbs Roof Edge	Membrane "Bridging" Loose Fasteners

Conditions Observed:	Actions Recommended:
	Use Additional Pages As Necessary

