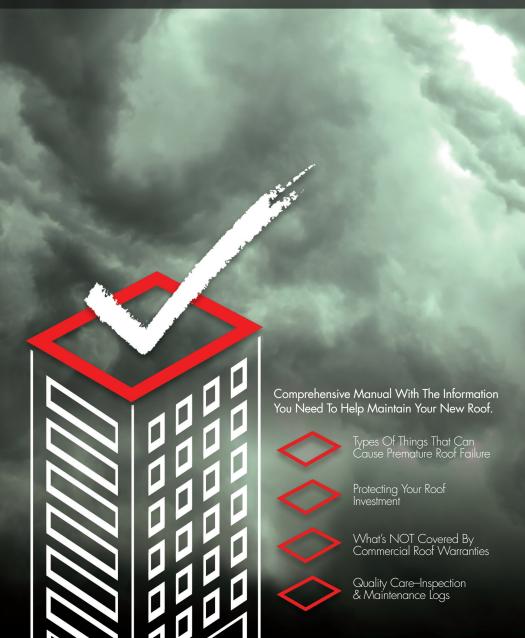


SCHEDULED MAINTENANCE CHECKLIST

"Help Prevent Roofing Problems *Before* They Happen



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Welcome To The GAF Family!

You've made a wise investment—and you're not alone! More North American property owners have chosen GAF than any other roofing system.

Choosing the right roofing system not only helps to protect your property, but may also reduce the chances of construction-related litigation. Did you know that roofing represents just 4% of the construction cost of a building—but as much as 75% of the litigation cost!

Much of this litigation might have been avoided with a properly selected and maintained roofing system installed by a professional roofing contractor.

The GAF promise to property owners is to be your "best choice" in roofing. We deliver on that promise by providing you not only with

- -quality products
- -installed by GAF certified roofing contractors,

but with the information you need to help maintain your new roof (and guarantee your coverage) for many years to come.

Please read through this booklet carefully. If you have any questions about how to best maintain your new roof, please contact us at:

1-800-ROOF-411

(1-800-766-3411)

What Can Cause Premature Roof Failure?



Before you can learn how to maintain a new roof, you should begin with a quick review of the types of things that can shorten the life of your roofing investment (and can spell trouble for your facility and its occupants).

WHAT "WEARS OUT" ROOFS?

Forgetting about Maintenance...

This is perhaps the single biggest cause of premature roof failure

Exposure... Either long-term exposure to the elements (sun, water, freeze-thaw) or shorter-term exposure to damaging air pollutants and chemicals

Structural Movement... Such as building settlement or expansion/contraction not accommodated by the roofing system

Biological Growth... Such as vegetation in areas of standing water or algae

Not Fixing Problems Promptly...

These can add up to a much shorter roof life-e.g., if a small problem is not repaired, then a large amount of insulation can be damaged

Change in the Use of the Building...

e.g., an increase in the interior relative humidity of a building can cause severe condensation problems within the roofing system

WHAT CAN CAUSE IMMEDIATE PROBLEMS?

Extreme Weather... Lightning, high winds, hail, or drenching rains that overflow the flashing heights

Equipment Additions... Improperly added equipment or other items improperly added on the roof (items added by tenants are a very common source of roofing problems)

Trade Damage... Punctures, holes, etc., caused by trades other than your roofing contractor

Unintended Abuse... Vandalism or accidental damage...even a small hole can let a large amount of water into the roofing system

What Can You Do To Protect Your Roofing System? An analogy...if a roof were like a

An analogy...if a roof were like a new car, in order to keep it running smoothly, you would have it periodically inspected!

Keep the oil changed! Rotate the tires! Here is a comprehensive list of steps that should be performed periodically to help protect your roofing system.

WHAT?	HOW?	WHY?
1. Maintain Records	Keep a file of all records relating to this roof, including: • GAF guarantee • Inspection reports • Repair and maintenance bills • Original construction drawings, specifications, and invoices	These records can be very helpful if you need to have repairs made or have additional equipment added to the roof. Also helpful when it's time to reroof – since you'll know what's up on the roof and what's been done
2. Conduct Routine Inspections	At least once per year (twice per year is optimal, typically in the spring and fall) Inspection Maintenance Checklists are provided in this Guide	It's simple, really in the spring, you want to check for any maintenance items that can be scheduled for the roofing system – and in the fall, you're checking to make sure the roof is ready to go through the winter months
3. Inspect After Severe Weather	Always inspect the roof for damage after severe weather such as hailstorms, heavy rains, high winds, etc.	Just because water is not coming in doesn't mean the roof hasn't been damaged The sooner you repair any damage, the smaller the repair cost

WHAT?

HOW?

WHY?

4. Repair Correctly

All roofing repairs must be performed by a GAF Authorized, Master, or Master Select™ Roofing Contractor, including repairs for non-guaranteed conditions

Make repairs with GAF materials, following our current repair guidelines for the type and quality of roof installed Remember, improper repairs are a common cause of roof problems... and are easy to avoid!

Keep Roof CleanFree Of Debris

Always remove debris from roof, such as:

- Leaves, branches, dirt, rocks, bottles, etc.
- Debris, trash, etc., from other trades

Keep gutters, downspouts, drains, scuppers, and the surrounding roof areas clean to ensure proper drainage Trash and debris can not only cause harm (such as punctures) to the roofing system but also can be a safety hazard; this can range from simple "trip" hazards to potentially overloading the structure with extensive ponding water from clogged drains

6. Keep Metal In Good Condition

Examine all metal flashings, counterflashings, expansion joints, and pitch pockets for:

- Rust
- Detachment or damage
- Deteriorated sealant

Reattach loose metalwork, replace sealant as necessary; repair metal as necessary; and prepare and paint any rusted metal Metal components on a roof are a common point of water entry

It doesn't matter how good your roofing system is if the adjacent metal is letting water into the building

WHAT?

HOW?

WHY?

7. Keep Masonry In Good Condition

Examine masonry walls and copings for:

- Cracks and bad mortar joints
- Deteriorated sealant
- Loose masonry/ coping stones
- Indications of water absorption

are often incorrectly attributed to the roofing system...so keeping any walls, copings, etc., watertight also goes a long way to keeping the building leak free

Water leaks from masonry

Repair all such conditions to prevent water infiltration

8. Maintain Rooftop Equipment

Examine rooftop equipment for any problems that may allow water infiltration, including:

- Air conditioners, vents, and ductwork
- Equipment stands or screens
- Skylights
- Satellite dishes and antennas
- Solar Panels and mounting equipment

Just as the roof needs maintenance, so does the equipment that's on the roof

Be sure to follow the manufacturer's maintenance recommendations and always check the roof after any service calls to make sure the roof hasn't been accidentally damaged

9. Maintain Roof Coating If Present

Eliminate any spillage of coolant, oils, grease, etc., and repair roof membrane if affected

Examine protective coatings and recoat any cracked, flaked, blistered, or worn areas with a compatible GAF roof coating Roofs coatings protect the membrane from long-term exposure to the elements and, if reflective, also provide great cooling benefits for the building. Recoating of these materials protects the membrane and allows it to keep doing its job.

10. Minimize Rooftop Traffic

Minimize rooftop traffic by limiting access to necessary personnel only

Maintain a roof access log so that you can ascertain who has been on the roof in the event of damage to the roof from other trades

Make sure walkway pads are installed in areas of high traffic Roofs are meant to keep water out... and, if properly designed, can even act as another work area. But most roofs are not designed for this, and repeated, long-term traffic can wear out a roof.

The easiest way to prevent this type of damage is to keep people off the roof who don't belong there!

What's Typically NOT Covered By Commercial Roof Guarantees?

WHY ARE CERTAIN THINGS NOT COVERED BY THE MANUFACTURER'S GUARANTEE?

Generally, because they are out of the manufacturer's control. Certainly, there are things that you can do to protect against damage from these causes. If you would like to know more about a specific issue, just call us!

ITEMS TYPICALLY NOT COVERED BY THE MANUFACTURER'S GUARANTEE

- Lack of routine maintenance or improper repairs by non-authorized contractors
- Structural problems... building movement
- Mother Nature... hail, wind storms, heavy snow loads, etc.
- Contamination of the membrane by harmful chemicals, such as oil or grease
- Damage caused by other trades... e.g., improperly installed new equipment
- Excessive traffic on the roof
- Vandalism, impact from falling objects

Providing Quality Care For Your Roof



We've taken the guesswork out of how to keep up-to-date on the inspection and maintenance work for your roof! The following pages provide a structured guide for maintaining your roof. But before you jump in, let's consider WHO should do this work – and WHY.

WHO?

GAF recommends that all inspections and maintenance be performed by properly trained roofing professionals (such as the GAF certified contractor who installed your roofing system or a GAF Certified Maintenance ProfessionalTM).

WHY?

It's simple – they are properly trained and can be a critical part of your team to help protect your investment instead of inadvertently causing harm. They know from experience how to perform these duties and may have a much better understanding of how to "cause no harm" to the roofing membrane!





Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
	Excessive Movement				
	Deterioration				
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	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
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	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
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	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
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	Inspect for Signs of Movement				
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	Doors Are Securely Attached				
	Lines	_			
	Pipes	-			
	Sheet Metal Cabinets	-			
	Gaskets	-			
	Equipment Base/Tie-In				
Other	Check For Oil Deposits	-			
	Surface Contamination	-			
	Soft Areas	-			
	Vandalism	-			
	Vegetative Roof Area	-			
	Solar Panel/Mounting Damage	-			
	Ponding Water				
	Debris				
	Physical Damage				
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	Debris				
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	Traffic Patterns/Walkway Pads Needed				
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	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				
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SPECIAL CONSIDERATIONS: Check pitch pans carefully; after three years or even sooner, they may need maintenance and filling.

Site Address:		Guarantee #:
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	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				

PECIAL CUNSIDERATIONS: Are there any signs of traffic patterns on the roof? Do you need walkways or other prefection-wearing surfaces installed to protect the membrane?

Sife Address:		Guarantee #:
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Site Address:_____ Guarantee #:_____ Inspected By:_____ Next Inspection Date:____ Inspector Phone Number:_____

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Where To Check	What To Look For	Yes	No	N/A	Notes
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	ote Damage/Deficiencies			
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	edistribute Any Ballast Across Bare Spots			
	heck And Fill All Pitch Pans As Necessary			
	spect All Penetration Flashings			
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	lean Out All Gutters			
	ownspouts			
	cuppers			
	rains			
Ch	heck Strainers			
	ake Sure Drains Are Working			
	heck Attachment			
	heck Counterflashings			
	spect for Signs of Movement			
HVAC Units Ch	heck All Ductwork			
Do	oors Are Securely Attached			
Lin	nes			
Pip	pes			
She	neet Metal Cabinets			
Go	askets			
Eq	quipment Base/Tie-In			
Other Ch	heck For Oil Deposits			
Sui	urface Contamination			
	oft Areas			
Va	andalism			
	egetative Roof Area			
So	olar Panel/Mounting Damage			
Por	onding Water			
	ebris			
	nysical Damage			
	oof Needs Cleaning			
	affic Patterns/Walkway Pads Needed for any deterioration of metal; better to dean, prime			

Site Address:______ Guarantee #:_____

nspected B	y:N	Vext Inspection Date:	Insp	ector Phone	Number:	





Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
,,,,,	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
• • • • • • • • • • • • • • • • • • • •	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
i ciicii diioiis	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
base, corb i lasimigs	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
TIVAG GIIIIS	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
-	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed	_			

Site Address:		Guarantee #:
Inspected By:	Next Inspection Date:	Inspector Phone Number:
Today's Date:		





Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts	_			
	Scuppers	_			
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment	-			
	Check Counterflashings	-			
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork	-			
	Doors Are Securely Attached	-			
	Lines	-			
	Pipes Sheet Metal Cabinets	-			
	Gaskets	-			
	Equipment Base/Tie-In	-	-	_	
Other	Check For Oil Deposits				
Omer	Surface Contamination				
	Soft Areas				
	Vandalism	+			
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				
SPECIAL CONSIDERATIONS: Ten years is a	a long time; consider restoring your roof with an elastom	eric con	tina to	nrotect v	our investment and extend the life of the roof

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Site Address:		Guarantee #:
Inspected By:	Next Inspection Date:	Inspector Phone Number:
Today's Date:		



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Missing Montar Cracks Check For Signs Of Leaks Ceiling Check For Signs Of Leaks Deterior Roof Deck Check For Signs Of Leaks Deterioration Mold Coof Edges Check For Deterioration Check For Signs Of Leaks Deterioration Mold Check For Deterioration Check For Signs Of Leaks Staining Alissing Montar Check Attachment Paint Any Rusted Metal Recaulk As Necessary Check For Signs Of Leaks Excessive Movement Deterioration Deterioration Substrate Firmness Note Damage/Deficiencies Check For Loose Fasteners Redistribute Any Ballast Across Bare Spots Check For Loose Fasteners Redistribute Any Ballast Across Bare Spots Check And Alial All Pitch Pans As Necessary Inspect All Penetration Flashings Recaulk As Necessary Check Des Bands Clean Out All Gutters Downspouts Scuppers Drains Check Strainers Moke Sure Drains Are Working Check Andershings Inspect for Signs of Movement Check Counterflashings Inspect for Signs of Movement Check For Oil Deposits Surface Contamination Soft Areas Vandalism Vegetative Roof Area Solar Panel/Mounting Damage Ponding Water Debris Physical Damage	Exterior Walls	Check For Signs Of Leaks				
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Downspouts Scuppers Drains Check Strainers Make Sure Drains Check Strainers Make Sure Drains Are Working Check Attachment Check Counterflashings Inspect for Signs of Movement Check All Duchwork Doors Are Securely Attached Lines Pipes Sheet Metal Cabinets Gaskets Equipment Base/Tie-In Check For Oil Deposits Surface Contamination Soft Areas Vandalism Vegetative Roof Area Solar Panel/Mounting Damage Ponding Water Debris Physical Damage Physical Physical Damage Physical Physical Physical Physical Physical Physica	Drainage System					
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Drains Check Strainers Make Sure Drains Are Working Check Attachment Check Counterflashings Inspect for Signs of Movement Check All Ductwork Doors Are Securely Attached Lines Pipes Sheet Metal Cabinets Gaskets Equipment Base/Tie-In Dither Check For Oil Deposits Surface Contamination Soft Areas Vandalism Vegetative Roof Area Solar Panel/Mounting Damage Ponding Water Debris Physical Damage Physical Physi						
Check Strainers Make Sure Drains Are Working Check Counterflashings Inspect for Signs of Movement Check Counterflashings Inspect for Signs of Movement Check All Ductwork Doors Are Securely Attached Lines Pipes Sheet Metal Cabinets Gaskets Equipment Base/Tie-In Check For Oil Deposits Surface Contamination Soft Areas Vandalism Vegetative Roof Area Solar Panel/Mounting Damage Ponding Water Debris Physical Damage						
Make Sure Drains Are Working Check Attachment Check Counterflashings Inspect for Signs of Movement Check All Ductwork Doors Are Securely Attached Lines Pipes Sheet Metal Cabinets Gaskets Equipment Base/Tie-In Check For Oil Deposits Surface Contamination Soft Areas Vandalism Vegetative Roof Area Solar Panel/Mounting Damage Ponding Water Debris Physical Damage						
Check Attachment						
Check Counterflashings Inspect for Signs of Movement Check All Ductwork Doors Are Securely Attached Lines Pipes Sheet Metal Cabinets Gaskets Equipment Base/Tie-In Check For Oil Deposits Surface Contamination Soft Areas Vandalism Vegetative Roof Area Solar Panel/Mounting Damage Ponding Water Debris Physical Damage	Base/Curh Flashings					
Inspect for Signs of Movement	base/ Corb Flashings					
Check All Ductwork						
Doors Are Securely Attached	IN/AC II-:					
Lines Pipes Sheet Metal Cabinets Gaskets Equipment Base/Tie-In Check For Oil Deposits Surface Contamination Soft Areas Vandalism Vegetative Roof Area Solar Panel/Mounting Damage Ponding Water Debris Physical Damage	AVAC Units		-			
Pipes Sheet Metal Cabinets Gaskets Equipment Base/Tie-In						
Sheet Metal Cabinets						
Gaskets						
Equipment Base/Tie-In Check For Oil Deposits Surface Contamination Soft Areas Vandalism Vegetative Roof Area Solar Panel/Mounting Damage Ponding Water Debris Physical Damage			-			
Other Check For Oil Deposits Surface Contamination			-			
Surface Contamination Soft Areas Vandalism Vegetative Roof Area Solar Panel/Mounting Damage Ponding Water Debris Physical Damage						
Soft Areas Vandalism Vegetative Roof Area Solar Panel/Mounting Damage Ponding Water Debris Physical Damage	Other					
Vandalism Vegetative Roof Area Solar Panel/Mounting Damage Ponding Water Debris Physical Damage						
Vegetative Roof Area Solar Panel/Mounting Damage Ponding Water Debris Physical Damage						
Solar Panel/Mounting Damage Ponding Water Debris Physical Damage		Vandalism				
Ponding Water Debris Physical Damage		Vegetative Roof Area				
Debris Physical Damage		Solar Panel/Mounting Damage				
Debris Physical Damage		Ponding Water				
		Physical Damage				
Root Needs Cleaning		Roof Needs Cleaning				
Traffic Patterns/Walkway Pads Needed						

 $SPECIAL\ CONSIDERATIONS:\ If\ you\ haven't\ replaced\ any\ caulks\ or\ sealants,\ check\ to\ make\ sure\ they\ are\ still\ providing\ a\ seal\ against\ the\ weather.$

Sife Address:		Guarantee #:
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Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
rascia, coping, melalwork	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
Expansion somis	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
i ellell dilolis	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
Dramage System	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
base/ corb riasinings	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
TIVAC OTIES	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				

SPECIAL CONSIDERATIONS: If this is a white roof, is it still white or does it need deaning? GAF recommends deaning on a regular basis to keep the benefits of a white roof.

Site Address:		Guarantee #:
nspected By:	Next Inspection Date:	Inspector Phone Number:
Today's Date:		



Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks	- 55	-,-	.,,,,	
Exicitor Walls	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
interior Roof Deck	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
•	Check For Signs Of Leaks				
Fascia/Coping/Metalwork					
	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
	Excessive Movement				
F: 110(p (Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffia Dattaras (AA/allauras Darda Nacadad				

Sile Address		Guaraniee #
Inspected By:	Next Inspection Date:	Inspector Phone Number:
Today's Date:		



Site Address:_____

Today's Date:____

Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
ruscia, coping, melawork	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
•	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
i onon anons	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
aago 0/0.0	Downspouts				
	Scuppers	1			
	Drains	1			
	Check Strainers	1			
	Make Sure Drains Are Working	1			
Base/Curb Flashings	Check Attachment				
base/ Curb riasnings	Check Counterflashings	+			
	Inspect for Signs of Movement	1			
HVAC Units	Check All Ductwork				
TIVAC OIIIIS	Doors Are Securely Attached				
	Lines				
	Pipes	+			
	Sheet Metal Cabinets	+			
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
Omer	Surface Contamination				
	Soft Areas	-			
	Vandalism	+			
	Vegetative Roof Area	-			
		-			
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed		_		
SPECIAL CONSIDERATIONS: Are there on	v signs of traffic patterns on the roof? Do you need walk	ways or	other i	nrotection	n-wearing surfaces installed to protect the membrane?

Inspected By:_____Next Inspection Date:_____Inspector Phone Number:_____

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Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary	1			
Expansion Joints	Check For Signs Of Leaks				
Expunsion Johns	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
rield Of Koof		+			
	Note Damage/Deficiencies Check For Loose Fasteners	1			
		1			
Penetrations	Redistribute Any Ballast Across Bare Spots				
	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
ordinage system	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
· ·	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
O III O	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris Development				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				

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Inspected By:	Next Inspection Date:	Inspector Phone Number:
Todav's Date:		





Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
nterior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
nterior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
ascia/Coping/Metalwork	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
xpansion Joints	Check For Signs Of Leaks				
•	Excessive Movement				
	Deterioration				
ield Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Orainage System	Clean Out All Gutters				
• ,	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
	Check Counterflashings				
	Inspect for Signs of Movement				
IVAC Units	Check All Ductwork				
	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				

Site Address:_____

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Inspected By:_____Next Inspection Date:_____Inspector Phone Number:_____

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Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks	100	110	,	
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
3,	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
Drainage dysiem	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment	-			
	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork	-			
	Doors Are Securely Attached	-			
	Lines	-			
	Pipes	+			
	Sheet Metal Cabinets	+			
	Gaskets Transport Proceedings of the Land	+			
Other	Equipment Base/Tie-In				
Omer	Check For Oil Deposits Surface Contamination	+			
	Soft Areas	+			
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				

SPECIAL CONSIDERATIONS: If this is a white roof, is it still white or does it need cleaning? Do you need to clean on a regular basis to keep the benefits of a white roof?

Site Address:		Guarantee #:	-
Inspected By:	_Next Inspection Date:	Inspector Phone Number:	_
Today's Date:			



Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
. 1 0	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts				
	Scuppers	ļ			
	Drains				
	Check Strainers				
- (- 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
	Check Counterflashings	-			
IBACH :	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork Doors Are Securely Attached	-		_	
	Lines				
	Pipes				
	Sheet Metal Cabinets	+		_	
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
- Cinici	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				
SPECIAL CONSIDERATIONS: Be sure to ch	eck for any deterioration of metal; better to dean, primo	e, and pi	rotect n	ow than	to have to replace later.

Site Address:_____ Guarantee #:_____ Inspected By:______Inspector Phone Number:_____

Today's Date:_____



Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
rascia, coping, melawork	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
Expansion Johns	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
Tield Of Roof	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
reneirations	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainago System	Clean Out All Gutters				
Drainage System					
	Downspouts				
	Scuppers Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
base/ Curb riasnings	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
TIVAC OIIIIS	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
Olliei	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				
	ranomo, rrantituy rado ritocata				

Site Address:		Guarantee #:
Inspected By:	Next Inspection Date:	Inspector Phone Number:
Today's Date:		





Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
•	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
	Doors Are Securely Attached	_			
	Lines	_			
	Pipes	_			
	Sheet Metal Cabinets	_			
	Gaskets	-			
- 1	Equipment Base/Tie-In				
Other	Check For Oil Deposits	+			
	Surface Contamination	+			
	Soft Areas	+			
	Vandalism	+			
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
CDECIAL CONCIDEDATIONS, Towark cooper	Traffic Patterns/Walkway Pads Needed			4	d commitment and extend the life of the coef

ECHAL CONDIDENTIONS. TWENTY YEARS IS A TOTAL THE TOTAL TOTAL AND THE TOTAL CONTINUES CONTINUES AND THE TOTAL CONTINUES AND THE

Site Address:		Guarantee #:
Inspected By:	Next Inspection Date:	Inspector Phone Number:
Today's Date:		



Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
Fascia/Coping/Metalwork	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
•	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
i chemanono	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
0 ,	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
3 .	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns / Walkway Pads Needed				

Site Address:		Guarantee #:	_
Inspected By:	_Next Inspection Date:	Inspector Phone Number:	_
Today's Date:			



Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
. 1 0	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
•	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
	Doors Are Securely Attached				
	Lines				
	Pipes	_			
	Sheet Metal Cabinets	_			
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits	_			
	Surface Contamination	-			
	Soft Areas	-			
	Vandalism	-			
	Vegetative Roof Area	-			
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				
SPECIAL CONSIDERATIONS: Are there any	y signs of traffic patterns on the roof? Do you need walk	ways or	other p	protection	n-wearing surfaces installed to protect the membrane?

Site Address:______ Guarantee #:______ Inspected By:_____ Next Inspection Date:_____ Inspector Phone Number:_____

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Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
D : C :	Check Draw Bands Clean Out All Gutters				
Drainage System					
	Downspouts				
	Scuppers				
	Drains Check Strainers				
Dave /Comb Elashinas	Make Sure Drains Are Working Check Attachment				
Base/Curb Flashings	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
TIVAC OIIIIS	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	D. (N. d. Cl				
	Roof Needs Cleaning Traffic Patterns/Walkway Pads Needed				

Site Address:		Guarantee #:
Inspected By:	Next Inspection Date:	Inspector Phone Number:
Today's Date:		



Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
•	Check For Signs Of Leaks				
Fascia/Coping/Metalwork	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
Expansion somis	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
i ellell dilolis	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
Dramage System	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
base/ corb riasinings	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
Tryac omis	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				

SPECIAL CONSIDERATIONS: If you haven't replaced any caulks or sealants, check to make sure they are still providing a seal against the weather.

Site Address:		Guarantee #:			
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Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
. 1 3	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts				
	Scuppers				
	Drains				
	Check Strainers	-			
D /C F :	Make Sure Drains Are Working Check Attachment				
Base/Curb Flashings	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
TIVAC OIIIIS	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				
SPECIAL CONSIDERATIONS: Twenty-five y all flashings and pipe boots to make sure	ears of service! Be sure to pay attention to any areas tha they are performing. If you would like additional mainto	at may b enance o	e seeir :hecklis	ng the mo ts, please	ost abuse—from other trades, Mother Nature, etc.—and check e contact us!
Site Address:					Guarantee #:
Inspected By:	Next Inspection Date:			_Insp	ector Phone Number:

Today's Date:_





Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
. , 0.	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
V ,	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets	+	-		
0.1	Equipment Base/Tie-In				
Other	Check For Oil Deposits Surface Contamination				
	Soft Areas	+			
	Vandalism	+			
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water Debris				
	Physical Damage				
	Roof Needs Cleaning Traffic Patterns/Walkway Pads Needed				
constitution of the consti					L and L
SPECIAL CONSIDERATIONS: It you have	n't replaced any caulks or sealants, check to make sure t	hev are	still pro	vidina a :	seal against the weather.

Site Address: Guarantee #:

Today's Date:__

Inspected By	:	Next Inspection Date:	Inspector Phone Number	



Where To Check	Wheet To Look For	V	NI-	NI/A	Notes
	What To Look For	res	IAO	IN/A	INOTES
Exterior Walls	Check For Signs Of Leaks	+			
	Staining Missing Mortar	+			
	Missing Mortar Cracks	+			
Interior NACELLE	Check For Signs Of Leaks				
Interior Walls					
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks	-			
	Deterioration	-			
p (5)	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks	-			
	Staining	-			
	Missing Mortar	-			
	Check Attachment	-			
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks	-			
	Excessive Movement	-			
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary	-			
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork	_			
	Doors Are Securely Attached	_			
	Lines	-			
	Pipes	-			
	Sheet Metal Cabinets	-			
	Gaskets	-			
	Equipment Base/Tie-In	_			
Other	Check For Oil Deposits	-			
	Surface Contamination	-			
	Soft Areas	-			
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns /Walkway Pads Needed				

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Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks	100	110	,	
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
3,	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment	-			
	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork	-			
	Doors Are Securely Attached	-			
	Lines	+			
	Pipes	+			
	Sheet Metal Cabinets	+			
	Gaskets Transport Proceedings of the Land	+			
Other	Equipment Base/Tie-In				
Omer	Check For Oil Deposits Surface Contamination	+			
	Soft Areas	+			
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				

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					·
Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
,	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
•	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
-	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets	_			
	Gaskets	_			
	Equipment Base/Tie-In				
Other	Check For Oil Deposits	-			
	Surface Contamination	-			
	Soft Areas	-			
	Vandalism	-			
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				

Site Address:		Guarantee #:
Inspected By:	Next Inspection Date:	Inspector Phone Number:
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Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
•	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				

Site Address:		Guarantee #:
Inspected By:	Next Inspection Date:	Inspector Phone Number:
Today's Date:		



Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
. ,	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts				
	Scuppers				
	Drains				
	Check Strainers	_			
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment	-			
	Check Counterflashings	-			
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork	+			
	Doors Are Securely Attached	+			
	Lines	-			
	Pipes Sheet Metal Cabinets	+			
	Gaskets	+			
	Equipment Base/Tie-In	+			
Other	Check For Oil Deposits				
Ollier	Surface Contamination	+			
	Soft Areas	+			
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns (Mallaumy Pads Nacdad				

Site Address:		Guarantee #:	_
Inspected By:	_Next Inspection Date:	Inspector Phone Number:	_
Today's Date:			

Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
,,pg,	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
•	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets	_			
	Equipment Base/Tie-In				
Other	Check For Oil Deposits	-			
	Surface Contamination	-			
	Soft Areas	-			
	Vandalism	-			
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				

Site Address:		Guarantee #:
Inspected By:	Next Inspection Date:	Inspector Phone Number:
Today's Date:		



Where To Check	Minate Lands Com	V	l NI-	NI/A	Notes
	What To Look For	ies	140	IN/A	INOTES
Exterior Walls	Check For Signs Of Leaks				
	Staining	-			
	Missing Mortar Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks	-	_		
	Deterioration Mold				
D (F)					
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
	Excessive Movement				
r: II o(p. (Deterioration C. L. L. L. L. C.				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings	-			
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets Equipment Base/Tie-In				
O.L	Check For Oil Deposits				
Other	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns (Mallayery Pads Needed				

Site Address:		Guarantee #:
Inspected By:	Next Inspection Date:	_Inspector Phone Number:
Today's Date:		

Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks				
	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
3,	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
·	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
• ,	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
_	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets	_			
	Equipment Base/Tie-In				
Other	Check For Oil Deposits	-			
	Surface Contamination	-			
	Soft Areas	-			
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				

Site Address:		Guarantee #:
Inspected By:	Next Inspection Date:	Inspector Phone Number:
Today's Date:		



Where To Check	What To Look For	Yes	No	N/A	Notes
Exterior Walls	Check For Signs Of Leaks	100	110	1,711	
240.10. 114.10	Staining				
	Missing Mortar				
	Cracks				
Interior Walls	Check For Signs Of Leaks				
Ceiling	Check For Signs Of Leaks				
Interior Roof Deck	Check For Signs Of Leaks				
	Deterioration				
	Mold				
Roof Edges	Check For Deterioration				
Fascia/Coping/Metalwork	Check For Signs Of Leaks				
ractia, coping, motamoni	Staining				
	Missing Mortar				
	Check Attachment				
	Paint Any Rusted Metal				
	Recaulk As Necessary				
Expansion Joints	Check For Signs Of Leaks				
	Excessive Movement				
	Deterioration				
Field Of Roof	Substrate Firmness				
	Note Damage/Deficiencies				
	Check For Loose Fasteners				
	Redistribute Any Ballast Across Bare Spots				
Penetrations	Check And Fill All Pitch Pans As Necessary				
	Inspect All Penetration Flashings				
	Recaulk As Necessary				
	Check Draw Bands				
Drainage System	Clean Out All Gutters				
g /	Downspouts				
	Scuppers				
	Drains				
	Check Strainers				
	Make Sure Drains Are Working				
Base/Curb Flashings	Check Attachment				
g	Check Counterflashings				
	Inspect for Signs of Movement				
HVAC Units	Check All Ductwork				
	Doors Are Securely Attached				
	Lines				
	Pipes				
	Sheet Metal Cabinets				
	Gaskets				
	Equipment Base/Tie-In				
Other	Check For Oil Deposits				
	Surface Contamination				
	Soft Areas				
	Vandalism				
	Vegetative Roof Area				
	Solar Panel/Mounting Damage				
	Ponding Water				
	Debris				
	Physical Damage				
	Roof Needs Cleaning				
	Traffic Patterns/Walkway Pads Needed				
Congratulations on maintaining your roo	f over the past 35 years! Contact GAF to discuss your fu	ture roof	ing opt	ions.	

Site Address:		Guarantee #:
Inspected By:	_Next Inspection Date:	_Inspector Phone Number:
Today's Date:		

Notes



Some Specifics About This Roof:

Building Name:
Location:
Owner:
Contact:
Architect/Consultant:
General Contractor:
Roofing Contractor:
Roof Area (Sq. Ft.):
Date Installed:
Construction Type: New Tear-Off Re-Cover
Insulation:
Roof Deck:
Drainage:
Slope (Inches/Foot):
GAF Spec No.:
GAF Guarantee No.:
Guarantee Length:yrs.

