



Manufacturer of High-Performance Polymers

### BI-ANNUAL MAINTENANCE INSPECTION CHECKLIST

Building Name: \_\_\_\_\_  
 Roofing system: \_\_\_\_\_  
 Inspected by: \_\_\_\_\_  
 Roof section: \_\_\_\_\_

Warranty term: \_\_\_\_\_  
 Completion date: \_\_\_\_\_  
 Inspection date: \_\_\_\_\_

Were there changes, additions, or new penetrations to the roof since last inspection?  Yes  No  
 If yes, describe in full \_\_\_\_\_

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

Is there any leakage?  Yes  No  
 If yes, under what conditions? (Circle all that apply)

Light rain      Heavy rain      Wind-drive rain      Leaks continuously (indicate where on plan)

Were emergency or temporary repairs made?  Yes  No  
 If yes, describe in full \_\_\_\_\_

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

General comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Please attach pictures of the roof (noting changes, additions, & deviations) to the inspection checklist.

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Date:	Problem		Observations
	Yes	No	
<b>I. Roof condition</b>			
<b>A. General</b>			
Debris			
Walkways			
Substrate			
Contaminants			
Leaks			
<b>B. Drainage</b>			
Roof drains			
Scuppers			
Gutters			
Downspouts			
Ponding			
<b>C. Coating</b>			
Bare spots			
Blisters			
Adhesion			
Cracks			
Pinholes			
Mechanical damage			
<b>II. Membrane</b>			
Blisters			
Cracks			
Mechanical damage			
Bird damage			
Storm damage			
Soft & spongy			
Wet			
<b>III. Flashing</b>			
Base flashing			
Counter flashing			
Coping			
Gravel stop/facia			
<b>IV. Penetration</b>			
Pipes			
A/C units			
Vents skylights			
Expansion joints			
Ducts			
Walls			