

Roof Spring Cleaning Checklist

Date inspected:

1. Structure

YES	NO		Is the roof deck rusted or deteriorated?
YES	NO		Are the beams/joists/columns cracked or bent?
YES	NO		Are the beams/joists/columns rusted or deteriorated?
YES	NO		Is there spalled concrete from the roof deck/beams/joists/columns?
			What actions or repairs are necessary to resolve the above issues?

2. Roof & Openings

YES	NO		Does the roof surface contain any tears or punctures?
YES	NO		Are the counter flashings/pitch pans cracked, bent or loose?
YES	NO		Are there open seams/pitch pans/skylights?
YES	NO		Any holes (gap or void) bigger than two inches?
			What actions or repairs are necessary to resolve the above issues?

3. Drainage

YES	NO		Do the drains/drain pipes/down spouts contain debris and other blockage?
YES	NO		Are the drains/drain pipes/down spouts cracked, bent or loose?
YES	NO		Do the gutters/snow guards contain debris and other blockage?
YES	NO		Are the gutters/snow guards cracked, bent or loose?
YES	NO		Is there adequate slope to the drains?
			What actions or repairs are necessary to resolve the above issues?

3. Equipment

			Are the following equipment serviced and prepared for spring?
YES	NO		HVAC
YES	NO		Gas Lines
YES	NO		Electrical
YES	NO		Piping
YES	NO		Vent

5. Other Considerations

YES	NO		Have areas of potential water infiltration or ponding water been determined?
YES	NO		Are nearby trees and/or bushes trimmed away from the roof?

Notes:
