



☐ Keep Maintenance Logs

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☐ Record Everything You Encounter During Your Inspection

Document everything you see during your inspection.

Item	Condition Good - no action needed Fair - monitor Bad- take immediate action	Action Needed	Location On Roof	Pictures/Other Documentation Notes

☐ Create a Custom Toolkit

Compile everything you need to inspect your roof:

- ☐ Checklist
- ☐ Roof Plans
- ☐ Aerial Photos
- ☐ Note-taking Materials (pencil, paper, etc.)
- ☐ Camera (to document any damage)
- ☐ Tape Measure
- ☐ Flashlight



☐ **Check the Walls**

Ask yourself the following questions while inspecting the walls:

- ☐ What is the current state of the walls?
- ☐ Are there signs of mold or dark spots?
- ☐ Are the walls peeling wet or damp?

If you answer yes to any of these, have the areas tested immediately.

☐ **Check Vents & Chimneys**

If there are any signs of dampness around vents or chimneys, this is a sign flashing has been broken and needs to be replaced or repaired.

☐ **Check Your Attic**

Ask yourself the following questions while inspecting the attic:

- ☐ Is there proper ventilation in your space?
- ☐ Are there cracks in the rafters and sheathing, or is there damaged decking visible?
- ☐ Is there light showing where there shouldn't be?

☐ **Check For Leaks**

Ask yourself these questions, and take measures to prevent future damage:

- ☐ Are there any visible leaks?
- ☐ Where are they located?

Be sure to take pictures to document locations, and then call a professional roofer for an inspection.

☐ **Check For Visible Damage**

Ask yourself these questions, and take measures to prevent future damage:

- ☐ Is there large debris blocking the drainage system?

- ☐ Are there obvious signs of damage?
- ☐ Are there blocked or broken downspouts?

☐ **Wear and Tear**

Check all flashing, vents, chimneys, fascias, drip edges and decking. Ask the following questions:

- ☐ Is the roof sagging?
- ☐ Is anything missing?
- ☐ Do you see visible signs of corrosion, rust, or rotting?

If you see any of these signs, contact **Roof Repair Specialist** today.

☐ **Check These Extras on a Flat Roof**

- ☐ Ponding
- ☐ Punctures
- ☐ Holes
- ☐ Blisters
- ☐ Anything pulled, or is pulling away from the roof