

# Roof Spring Cleaning Checklist

Date inspected: \_\_\_\_\_



## 1. Structure

Additional Information

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? _____ _____

## 4. Equipment

YES NO	Are the following equipment serviced and prepared for spring? a. HVAC b. Gas Lines c. Electrical d. Piping e. Vent
YES NO	Any extra considerations/operational needs required?

## 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:

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