

PREVENTATIVE MAINTENANCE CHECKLIST				
LOCATION:				
ROOF AREA	CODE	BEFORE PICTURE	AFTER PICTURE	COMMENTS
ROOF DECK		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Concrete <input type="checkbox"/> Metal <input type="checkbox"/> Gypsum <input type="checkbox"/> Wood <input type="checkbox"/> Techum <input type="checkbox"/> Other
INTERIOR CEILING		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Drop Ceiling <input type="checkbox"/> Dry Wall <input type="checkbox"/> Plaster <input type="checkbox"/> Other
ROOF MEMBRANE/BUR		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Alligatoring <input type="checkbox"/> Bare Area <input type="checkbox"/> Blisters <input type="checkbox"/> Punctures <input type="checkbox"/> Ridging <input type="checkbox"/> Splits <input type="checkbox"/> Other
ROOF MEMBRANE/SINGLE PLY		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Displaced Ballast <input type="checkbox"/> Open Seams <input type="checkbox"/> Punctures <input type="checkbox"/> Fastener Backout <input type="checkbox"/> Other
ROOF MEMBRANE/MODIFIED		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Blisters <input type="checkbox"/> Debris <input type="checkbox"/> Punctures <input type="checkbox"/> Splits <input type="checkbox"/> Seams <input type="checkbox"/> Other
ROOF MEMBRANE/PUF		<input type="checkbox"/>	<input type="checkbox"/>	
EDGE DETAILS		<input type="checkbox"/>	<input type="checkbox"/>	
Gravel Stop		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Rust <input type="checkbox"/> Flashing Repairs <input type="checkbox"/> Resecured <input type="checkbox"/> Other
Drip Edge		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Rust <input type="checkbox"/> Flashing Repairs <input type="checkbox"/> Resecured <input type="checkbox"/> Other
Wall		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Coping Repairs <input type="checkbox"/> Termination Repairs <input type="checkbox"/> Waterproofing Needed <input type="checkbox"/> Other
ROOF PENETRATIONS		<input type="checkbox"/>	<input type="checkbox"/>	
Pipes		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Flashing Repairs <input type="checkbox"/> Cap Added <input type="checkbox"/> Painted
Vents		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Flashing Repairs <input type="checkbox"/> Grease/Detrimental Exhaust
Pitch Pockets		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Flashing Repairs <input type="checkbox"/> Filter Added
HVAC Units		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Flashing Repairs <input type="checkbox"/> Protective Mat Added <input type="checkbox"/> Condensate Pipe <input type="checkbox"/> Duct Work Repairs <input type="checkbox"/> Freon Discharge <input type="checkbox"/> Grease <input type="checkbox"/> Other
COPING		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Concrete Block <input type="checkbox"/> Terra Cotta <input type="checkbox"/> Metal <input type="checkbox"/> Other
Surface		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Rusting <input type="checkbox"/> Broken Stone/ Tile <input type="checkbox"/> Ponding
Joints		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Open <input type="checkbox"/> Require Caulking <input type="checkbox"/> Require Point & Tuck
Securement		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Continuous Cleat <input type="checkbox"/> Spot Cleat <input type="checkbox"/> Face Attachment <input type="checkbox"/> Mortar
COUNTER FLASHING		<input type="checkbox"/>	<input type="checkbox"/>	
Parapet Wall		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Caulking <input type="checkbox"/> Fasteners <input type="checkbox"/> Joints <input type="checkbox"/> Rust
Penthouse		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Caulking <input type="checkbox"/> Fasteners <input type="checkbox"/> Joints <input type="checkbox"/> Rust
EXPANSION JOINTS		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Splits <input type="checkbox"/> Punctures <input type="checkbox"/> Securement <input type="checkbox"/> Rust <input type="checkbox"/> Other
DRAINAGE		<input type="checkbox"/>	<input type="checkbox"/>	
Gutters		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Cleaned <input type="checkbox"/> Sealed Joints <input type="checkbox"/> Re-hang <input type="checkbox"/> Partial Replacement <input type="checkbox"/> Other
Downspouts		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Cleaned <input type="checkbox"/> Sealed Joints <input type="checkbox"/> Re-hang <input type="checkbox"/> Partial Replacement <input type="checkbox"/> Other
Scuppers		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Cleaned <input type="checkbox"/> Repaired Flashing <input type="checkbox"/> Collector Head Repairs <input type="checkbox"/> Collector Head Cleaning <input type="checkbox"/> Other
Drains		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Cleaned <input type="checkbox"/> Replaced Debris Basket <input type="checkbox"/> Water Test <input type="checkbox"/> Other
ADDITIONAL WORK		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Skylight Protection <input type="checkbox"/> Roof Hatch Safety Rail System <input type="checkbox"/> Preventative Maintenance <input type="checkbox"/> Drainage Cleaning <input type="checkbox"/> Thermal Scan <input type="checkbox"/> Walk Pad Installation <input type="checkbox"/> Pollutant Protection <input type="checkbox"/> Reflective Coating <input type="checkbox"/> Budget Information for Permanent Roofing
ADDITIONAL COMMENTS:				
INVESTMENT SUMMARY:				
CODE: S = Satisfactory, no repairs required at this time; R = Repaired; U = Unsatisfactory, further repairs required at this time O = Repairs required by others; N/A = Not applicable				