

Roof Inspection Form

Condition

G = Good, No Action

F=Fair, Monitor Periodically

P= Poor, Immediate Attention

	G	F	P	Location	Action Taken
Interior					
Roof Deck					
Corrosion					
Spalling					
Cracking					
Buckling					
Sagging					
Open Joints					
Overall Deck Condition					
Bitumen Drips					
Other:					
Walls					
Movement					
Settling					
Cracks					
Settling					
Paint Peeling					
Water Status					
Other:					
Exterior					
Walls					
Deteriorated Mortar Joints					
Settlement Cracks					
Stains					
Efflorescence					
Windows					
Fascia Displaced					

Roof Inspection Form

Condition

G = Good, No Action

F=Fair, Monitor Periodically

P= Poor, Immediate Attention

	G	F	P	Location	Action Taken
Gutter Anchors					
Downspouts					
Gutter General Condition					
Other:					
Metal Flashings					
Counter Flashing					
Loose/Missing Fasteners					
Loose Displaced Metal					
Deformed Metal					
Corrosion					
Loose/Missing Joint Cover					
Sealant Joints					
Punctures					
Other:					
Coping/Cap Flashing					
Loose/Missing Fasteners					
Loose/Displaced Metal					
Deformed Metal					
Corrosion					
Loose/Missing Joint Cover					
Cracked Sealant					
Punctures					

Roof Inspection Form

Condition

G = Good, No Action

F=Fair, Monitor Periodically

P= Poor, Immediate Attention

	G	F	P	Location	Action Taken
Cracked Broken Coping Cap					
Open Coping Joint					
Other:					
Expansion Joints					
Loose/Missing Fasteners					
Loose/Displaced Metal					
Deformed Metal					
Loosing Missing Joint Cover					
Spliced Joints					
Stripped-in Flashing					
Punctures					
Splinting					
Mechanical Damage					
Hinders Drainage					
Other:					
Edge Metal					
Loose/Missing Fasteners					
Loose/Missing Stripped-in Flashing					
Splits in Stripped-in Flashing Joints					

Roof Inspection Form

Condition

G = Good, No Action

F=Fair, Monitor Periodically

P= Poor, Immediate Attention

	G	F	P	Location	Action Taken
Loose/Missing Metal Sections					
Loose/Missing Joint Cover					
Open End Joints					
Sealant Joints					
Other:					
Base Flashing					
Exposed Top Seal					
Adhesion					
Seams/Attachment to Field					
Vertical Laps					
Deterioration					
Punctures					
Sagging/Wrinkling					
Excessive Bridging					
Other:					
Penetrations					
General					
Pitch Pocket Sealant					
Loose Flashing					
Other:					
Drains					
Strainers/Clamping Ring					
Clear of Debris					

Roof Inspection Form

Condition

G = Good, No Action

F=Fair, Monitor Periodically

P= Poor, Immediate Attention

	G	F	P	Location	Action Taken
Flashing					
Overall Cleanliness					
Other:					
Rooftop Equipment					
Attachment to Curbs					
Access Panels					
Housing					
Liquid Discharge					
Condensation					
Roof Adjacent to Equipment					
Other:					
Conduit or Pipe					
Sagging					
Supports Moving					
Joints					
Corrosion					
Other:					
Membrane/Shingle					
General					
Discoloration					
Coping/Bracing					
Cracking					
Wrinkles					
Punctures					
Walkways, Displaced					

Roof Inspection Form

Condition

G = Good, No Action

F=Fair, Monitor Periodically

P= Poor, Immediate Attention

	G	F	P	Location	Action Taken
Walkways, Deteriorated					
Walkways, Needed					
Delamination					
Alligating					
Granule Adhesion					
Standing Water					
Vandalism					
Foot Traffic Damage					
Blistering					
Buckling					
Mechanical Damage					
Exposed Felt/Deck					
Hail Damage					
Other:					
Membrane					
Unanchered Areas					
Blisters					
Miscellaneous					
Antennas					
Guy Wires					
Ice or Icicles					
Oil Deposits					
Surface Contamination					
Soft Areas					
Vandalism					
Vegetative Growth					

Roof Inspection Form

Condition

G = Good, No Action

F=Fair, Monitor Periodically

P= Poor, Immediate Attention

	G	F	P	Location	Action Taken
Other:					
Coating					
General					
Reflectivity (Rating)					
Discoloration					
Adhesion					
Cracking/Peeling					
Crazing					
Other:					
Surfacing					
General					
Type:					
Coverage/Bare Spots					
Discoloration					
Gravel Stop					
Other:					
Photographic Record					
Film/Digital Photography					
Video					
Other:					

*** Mark all items with the appropriate code on the roof plan grid. Keep copies of inspection forms and photographic or other evidence with the Roof Historical Record.**