



ROOF MAINTENANCE CONTRACT

FOR ALL YOUR METAL ROOFING NEEDS

RESIDENTIAL · COMMERCIAL · REPLACEMENT

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PRIME TEXAS

ROOF MAINTENANCE CONTRACT

Page 1

Date:

Submitted to Purchaser:	Job Location:

Scope of Work:

Frequency of Roof Inspection/Maintenance:

- _____ Plan A: Annually
- _____ Plan B: Biannually
- _____ Plan Q: Quarterly
- ____ Plan M: Monthly

Scope of Work Includes:

- 1. Complete roof inspection of roof.
- 2. Clean roof debris, including broom cleaning areas where dirt and debris accumulate from ponding water.
- 3. Inspect and clean drains of debris and resecure drain fasteners, if necessary. If drains are
- blocked below the roof line, the purchaser will be advised.
- **4.** Inspect all flashings at all penetrations and curbs, including pipes, skylights, wall, etc.
- 5. Inspect and clean all gutters and downspouts. Reattach downspouts where necessary.
- 6. Resecure loose sheet metal items and reseal cracked or missing caulk joints, check all, if any, metal flashing.
- **7.** Advise the Purchaser of any repairs exceeding the scope of work delineated in items 1 6 above.

NOTICES: To the extent not otherwise required by law, all notices must be in writing and must be delivered by electronic messaging, personal delivery, or by certified mail, return receipt.

PRICING FOR THIS CONTRACT (see chart on next page):

Roof Type:	
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Price per sq.ft. ______ X _____ sq.ft. = Total: \$_____

[Repairs above or beyond the minor repair and maintenance work delineated in items 1-7 above, or for acts of nature damages to the roof, will be scheduled after the parties agree on the repair(s) to be performed and the price of said repair(s).]



ROOF MAINTENANCE CONTRACT

Page 2

PRICING FOR MAINTENANCE PLANS: A,B,Q,M	ROOF TYPE	PLAN TYPE	CENT PER SQUARE FOOTAGE
*is for roofs up-to 5,000 sqft. Pricing for larger roofs available upon request.	Metal	A/B/Q/M	.50/.30/.18/.11
Terms of Payment for Any Additional Repairs:	Shingle	A/B/Q/M	.50/.30/.18/.11
1. If it is determined, after maintenance visits or inspections, that repair work needed will		A/B/Q/M	.50/.30/.18/.11
exceed the repairs covered by the regular maintenance program, then a detailed proposal will be provided for said repairs	Other Flat Roofs	A/B/Q/M	.50/.30/.18/.11
 will be provided for said repairs. 2. After repair(s) have been approved and the repair work has been completed, payment is due within 30 days of the receipt of the Prime Texas Metal 	Specialty Roofs: Tile,Solar	A/B/Q/M	.60/.36/.22/.13
Roofs invoice.			

Scheduling:

1. Notice will be given at least 24 hours before arriving at the site, either annually, biannually, quarterly, or monthly; per the plan selected in this contract.

Details of Agreement:

- 1. A detailed report will be provided after each inspection.
- 2. This maintenance agreement carries a term of one year and will automatically renew each year.
- **3.** This agreement can be cancelled at any time by the purchaser after the first year with written notice to Prime Texas Metal Roofs (See "Notices" on pg. 1).
- **4.** Prime Texas Metal Roofs may adjust the price annually with an advanced notice of 30days informing the client of an increase.

Date of Acceptance: _____

Signature: _____

Title of Person with Signing Authority for this Agreement

*This agreement replaces any prior agreement(s) or contracts with Prime Texas Metal Roofing, for maintenance work on the roof specified in the "Location" box on page 1 of this document. *This is a maintenance agreement, not a warranty.



CARE AND MAINTENANCE GUIDE & OWNER CHECKLIST





Before you begin a maintenance routine on a new roof, you should understand the

factors that can shorten the life of your roof investment.

WHAT CAN CAUSE PROBLEMS?



Forgetting about maintenance This is perhaps the single biggest cause of roof failure.



Structural Movement Such as building settlement or expansion/contraction not accommodated by the roofing system.



Not fixing the problems promptly These can lead to a much shorter roof life, e.g. if a small problem is not repaired, then a large amount of damage can be incurred.



Extreme Weather Lightning, high winds, or hail.



Equipment additions or alterations HVAC service and repair, new unit installation or removal.



Trade Damage

Punctures, holes, etc., caused by trades other than your roofing contractor.



Unintended Abuse

Vandalism or accidental damage... even a small hole can let water into the roofing system.

What Can You Do To Protect Your Roofing System?

Here is a comprehensive list of steps that should be performed periodically to help protect your roofing system.

WHAT?	HOW?	WHY
1. Maintain Records	Keep a file of all records relating to this roof, including: • Warranty Document	These records can be very helpful if you need to have repairs made or have ad- ditional equipment added to the roof.
	 Inspection Reports Repair and Maintenance Bills Original Construction Drawings, Specifications and Invoices 	These are also helpful when it's time to reroof since you'll know what is on the roof and what's been done.
2. Conduct Routine Inspections	Inspect at least twice per year; in the spring and fall using the Inspection Main- tenance Checklist provided in this guide.	It's simple, in the spring you want to check for any maintenance items that can be scheduled for the roofing system, and in the fall you're checking to make sure the roof is ready to go through the winter.
3. Inspect After Severe Weather	Always inspect the roof for damage after severe weather such as hailstorms, heavy rains, high winds, etc.	Just because water is not coming in doesn't mean the roof hasn't been damaged. The sooner you repair any damage, the smaller the repair and the repair costs.
4. Repair Correctly	All roofing repairs must be performed by a Duro-Last authorized dealer/ contractor, or a Duro-Last Quality Assurance Technical Representative, and made with Duro-Last materials.	Improper repairs are a common cause of roof problems and are easy to avoid.
5. Keep Roof Free of Debris	 Always remove debris from roof with a push broom or plastic shovel, such as: Leaves, branches, dirt, rocks, bottles, etc. Trash from other trades, etc. Keep gutters, downspouts, drains, scuppers and the surrounding roof area clean to ensure proper drainage. 	Trash and debris can not only cause harm (such as punctures) to the roofing system but also can be a safety hazard; this can range from simple "trip" hazards to potentially overloading the structure with water as a result of inadequate or insufficient drainage.

WHAT?	HOW?	WHY
5. Keep Metal Flash - ings and Sealants In Good Condition	Examine all metal flashings, counterflashings, expansion joints and pitch pockets for:	Metal components on a roof are a common point of water entry.
	• Rust	
	 Detachment or damage 	
	Deteriorated sealant	
	Reattach loose metalwork,replace sealant as necessary; repair metal as necessary; and prepare and paint any rusted metal.	
7. Keep Masonry In Good Condition	Examine masonry walls and copings for:	Water leaks from masonry are often incorrectly attributed to the roofing
	Cracks at the mortar joints	system. Keeping any walls and copings
	Deteriorated sealants	watertight also goes a long way to
	Loose coping stones	keeping the building leak free.
	Indications of water	
	Repair all such conditions to prevent water	
	infiltration.	
3. Maintain Rooftop Equipment	Examine rooftop equipment for any prob- lems that may allow water infiltration, including:	Just as the roof needs maintenance, so does the equipment that's on the roof.
	 Air conditioners, vents and ductwork 	Be sure to follow the manufacturer's maintenance recommendations and
	• Equipment stands or screens	always check the roof after any service calls to make sure the roof hasn't been
	• Skylights	accidentally damaged.
	• Satellite dishes and antennas	Additionally, it's important to ensure that
	 Solar panels and mounting equipment 	only approved coil cleaners are used during routine HVAC maintenance and cleaning to prevent potential roof damage. A complete list of cleaners is available on the Duro-Last website.
9. Minimize Rooftop	Minimize rooftop traffic by limiting access to necessary personnel only.	Roofs are meant to keep water out, and if properly designed, can even act as
Traffic	Maintain a roof access log so that you can	another work area. But most roofs are no designed for this, and repeated, long-ter
	ascertain who has been on the roof in the event of damage to the	traffic can wear out a roof.
	roof from other trades.	The easiest way to prevent this type of
	Make sure walkway pads are installed in	damage is to keep people off the roof
	areas of high traffic.	who don't belong there.
10. Clean Rooftop as Necessary	Utilizing Wash Safe Roof Wash from Duro-Last can keep your rooftop free of biological growth, and a non-sudsing, non- abriasive, powdered cleanser such as Spic and Span® or Simple Green® can keep your rooftop clean of dirt and environmental debris. Solvent-based cleaners cannot be	Incorporating roof washing into your routine maintenance plan can help maintain the appearance of your roofing system as well as solar reflectivity on whit membranes. NOTE: Use caution when utilizing a powe
	used.	washer during cleaning. Damage caused by power washing is not covered under
	If using a power washer, do not exceed a	the terms of the Duro-Last Warranty.
	max PSI of 1000, and the usage of a wide	
4	tip nozzle with a maintained minimum of	
	12" distance between nozzle and roof is	

What's Typically Not Covered?

Why are certain things not covered by the manufacturer's warranty?	Because they are out of the manufacturer's control. Certainly, there are things that you can do to protect against damage from these causes. If you would like to know more about a specific issue, give us a call.
Items typically not covered by	 Lack of routine maintenance
warranty:	 Drains that are clogged, broken, or not functioning properly, leading to inadequate or insufficient drainage
	 Gutters and downspouts that are broken or not functioning properly, leading to inadequate or insufficient drainage
	 Improper repairs and/or materials by unauthorized contractors
	 Damage caused by animals and insects
	 Structural problems, building movement
	 Hail, wind storms, heavy snow loads, hurricanes, tornados, etc.
	 Contamination of the membrane by harmful chemicals, such as oil and solvents
	 Damage caused by other trades, (e.g., improperly installed new equipment)
	• Excessive traffic on the roof
	 Vandalism; impact from falling objects

Providing Quality Care for Your Roof

The following pages provide a guide for maintaining your roof. Consider who should do the work as it relates to the inspection recommendations and requirements for your warranty.

- Who?
- Building owners and/or owner representatives may complete the annual Spring and Fall evaluations, and fill out the checklist for the corresponding year.
- Authorized Duro-Last contractors may be hired to complete the annual Spring and Fall evaluations if preferred. We recommend hiring the authorized contractor that installed your roofing system, as they are most familiar with your roof.
- It is required that a Duro-Last Quality Assurance Technical Representative inspect your roof during certain years for certain warranties. Refer to the inspection recommendations and requirements outlined on page 2 of this document to identify if and when your roof requires an inspection by Duro-Last.



What Should You Look For When You're On The Roof?

- Check rooftop for environmental contamination and clean as necessary.
- Check rooftop for signs of damage, and remove any debris.
- Check roof field for damage or deficiencies.
- \checkmark Check the field of the roof for any soft areas.
- Check penetrations for watertight seals and re-caulk as necessary.
- Inspect curb flashings for signs of movement.
- \checkmark Check curb flashings and counter flashings for watertight integrity.
- \checkmark Inspect drains and remove any debris to allow for maximum flow.
- Ensure walkway-pads remain securely welded to the rooftop.
- Check stands and bases of all HVAC units to ensure proper support.
- Check rooftop HVAC units and verify that all doors are secure.
- Check rooftop HVAC units to ensure all pipes and connections are secure.
- Check scuppers for any obstructions and remove debris.
- \checkmark Check all gutters and downspouts, and clean out any debris.
- Check expansion joints for signs of excessive movement and leaks.
- Check all perimeter edging for signs of straining.
- Check roof edging for signs of leaks and missing mortar.
- Check edge metal for rusted metal and paint as needed.
- Check the underside of the roof deck for signs of leaks.
- Check interior walls and ceiling for signs of leaks.
- Check exterior walls for signs of leaks.
- Check exterior walls for cracks or missing mortar.

\checkmark REMINDER: Check all gutters and downspouts, and clean out any debris.

1 YEAR

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
-	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
Expansion comes	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings				
Curb Flashings	Check counter-flashings Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
IVAC UNITS	Sheet metal			
	Stands and bases			
	Surface contamination			
Other	Vandalism/Damage Overburden			
Other				
	Roof needs cleaning			
	Walkway-Pads			
Building Addre	ss:			Warranty #:
Spring Inspecti	on By:			Spring Inspection Date:
Fall Inspection By:				Fall Inspection Date:

2 YEARS
REMINDER: Check stands and bases of all HVAC units to ensure proper support.

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
Edging	Missing mortar			
Luging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
Penetrations	Inspect all penetrations			
renetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
Drainage System	Clean out gutters and downspouts			
Brainage bystern	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
	Roof needs cleaning			
	Walkway-Pads			
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Spring Inspectio	n By:		S _I	oring Inspection Date:

✓ REMINDER: Check penetrations for watertight seals and re-caulk as necessary.

3 YEARS

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
Gana i idenii ige	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
0.101	Roof needs cleaning			
	Walkway-Pads			
Building Addres	s:		V	/arranty #:
	on By:			
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✓ REMINDER: Check roof edging for signs of leaks and missing mortar.

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
1	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
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	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
	Roof needs cleaning			
	Walkway-Pads			
Building Addres	s:		V	/arranty #:
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✓ REMINDER: Check curb flashings and counter flashings for watertight integrity.

5 YEARS

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
	Roof needs cleaning			
	Walkway-Pads			
Building Addres	:s:		V	/arranty #:
Spring Inspection	on By:		S	pring Inspection Date:
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✓ REMINDER: Check rooftop for signs of damage, and remove any debris.

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
·	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
D:	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
During and Contain	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
	Roof needs cleaning			
	Walkway-Pads			
Building Addres	s:		V	/arranty #:
Spring Inspectio	n By:		S	pring Inspection Date:

✓ **REMINDER**: Check the underside of the roof deck for signs of leaks.

7 YEARS

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
Edutor	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
Penetrations	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
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	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
	Roof needs cleaning			
	Walkway-Pads			
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Spring Inspecti	on By:			Spring Inspection Date:

✓ REMINDER: Check exterior walls for cracks or missing mortar.

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
Field of Roof	Soft areas			
	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
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	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
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	Walkway-Pads			
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\checkmark REMINDER: Check the field of the roof for any soft areas.

9 YEARS

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES	
	Signs of leaks				
Exterior Walls	Staining				
	Cracks or missing mortar				
Interior Walls	Signs of leaks				
Ceiling	Signs of leaks				
	Signs of leaks				
Interior Roof Deck	Deterioration				
	Biological growth				
Roof Edges	Deterioration				
	Signs of leaks				
	Staining				
	Missing mortar				
Edging	Check attachment				
	Paint any rusted metal				
	Re-caulk as necessary				
	Signs of leaks				
Expansion Joints	Excessive movement				
	Deterioration				
Field of Roof	Soft areas				
	Damage or deficiencies				
	Check attachment				
	Check all pitch pans				
	Inspect all penetrations				
Penetrations	Re-caulk as necessary				
	Check terminations				
	Clean out scuppers				
	Clean out gutters and downspouts				
Drainage System	Drains and strainers-attached				
	Make sure drains are working				
	Check attachment				
Curb Flashings	Check counter-flashings				
can can a	Inspect for signs of movement				
	Check ductwork				
	Verify that doors are secure				
HVAC Units	Pipes				
	Sheet metal				
	Stands and bases				
	Surface contamination				
	Vandalism/Damage				
Other	Overburden				
	Roof needs cleaning				
	Walkway-Pads				
Building Address	5:		W	arranty #:	
Spring Inspection By: Spring Inspection Date:					

OWNER'S MAINTENANCE CHECKLIST

10 YEARS

If you have a 25 or 30-Year NDL Warranty, **your roof must be inspected by Duro-Last in year 10.** It is recommended that 15 and 20-Year Warranties also be inspected by Duro-Last in year 10. Call 866-284-9424 to schedule inspection.



	INSPECTION	SPRING	FALL	NOTES
Signs of leaks				
Staining				
Cracks or missing mortar				
Signs of leaks				
Signs of leaks				
Signs of leaks				
Deterioration				
Biological growth				
Deterioration				
Signs of leaks				
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	Cracks or missing mortar Signs of leaks Signs of leaks Signs of leaks Deterioration Biological growth	StainingImage: stainingCracks or missing mortarImage: stainingSigns of leaksImage: stainingDeteriorationImage: stainingMissing mortarImage: stainingCheck attachmentImage: stainingPaint any rusted metalImage: stainingRe-caulk as necessaryImage: stainingSoft areasImage: stainingDamage or deficienciesImage: stainingCheck attachmentImage: stainingDeteriorationImage: stainingSoft areasImage: stainingDamage or deficienciesImage: stainingCheck attachmentImage: stainingCheck ductworkImage: stainingVerify that doors are secureImage: stainingPipesImage: stainingSheet metalImage: stainingStands and basesImage: stainingSurface contaminationImage: stainingVandalism/DamageImage: stainingOverburdenImage: stainingRoof n	StainingImage: staining stainingCracks or missing mortarSigns of leaksSigns of leaksSigns of leaksDeteriorationBiological growthDeteriorationSigns of leaksStainingMissing mortarCheck attachmentPaint any rusted metalRe-caulk as necessarySigns of leaksDeteriorationSoft areasDamage or deficienciesCheck attachmentDeteriorationSoft areasDamage or deficienciesCheck attachmentCheck attachmentDeteriorationSoft areasDamage or deficienciesCheck attachmentCheck terminationsClean out gutters and downspoutsDrains and strainers-attachedMake sure drains are workingCheck ductworkVerify that doors are securePipesSheet metalStands and basesSurface contaminationVandalism/DamageOverburdenRoof needs cleaning	StainingImage: staining mottarCracks or missing mortarImage: staining mottarSigns of leaksImage: staining mottarBiological growthImage: staining mottarDeteriorationImage: staining mottarSigns of leaksImage: staining mottarSigns of leaksImage: staining mottarCheck attachmentImage: staining mottarPaint any rusted metalImage: staining mottarRe-caulk as necessaryImage: staining mottarSigns of leaksImage: staining mottarSigns of leaksImage: staining mottarPaint any rusted metalImage: staining mottarRe-caulk as necessaryImage: staining mottarDeteriorationImage: staining mottarSoft areasImage: staining mottarDamage or deficienciesImage: staining mottarCheck attachmentImage: staining mottarCheck terminationsImage: staining mottarCheck ductworkImage: staining mottarCheck ductworkImage: staining mottarCheck ductworkImage: staining mottarVerify that doors are secureImage: staining motarPipesImage: staining motarSheet metalImage: staining motarSurface contaminationImage: staining motarVandalism/Damag

Building Address:	Warranty #:
Spring Inspection By:	Spring Inspection Date:
Fall Inspection By:	Fall Inspection Date:

\checkmark REMINDER: Check rooftop HVAC units and verify that all doors are secure.

11 YEARS

		SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
5	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
	Roof needs cleaning			
	Walkway-Pads			
Building Addres	s:		V	/arranty #:
Spring Inspectio	n By:		S	pring Inspection Date:

 \checkmark REMINDER: Check scuppers for any obstructions and remove debris.

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES	
	Signs of leaks				
Exterior Walls	Staining				
	Cracks or missing mortar				
Interior Walls	Signs of leaks				
Ceiling	Signs of leaks				
	Signs of leaks				
nterior Roof Deck	Deterioration				
	Biological growth				
Roof Edges	Deterioration				
	Signs of leaks				
	Staining				
	Missing mortar				
Edging	Check attachment				
	Paint any rusted metal				
	Re-caulk as necessary				
	Signs of leaks				
Expansion Joints	Excessive movement				
	Deterioration				
Field of Roof	Soft areas				
	Damage or deficiencies				
	Check attachment				
	Check all pitch pans				
	Inspect all penetrations				
Penetrations	Re-caulk as necessary				
	Check terminations				
	Clean out scuppers				
	Clean out gutters and downspouts				
Drainage System	Drains and strainers-attached				
	Make sure drains are working				
	Check attachment				
Curb Flashings	Check counter-flashings				
0	Inspect for signs of movement				
	Check ductwork				
	Verify that doors are secure				
HVAC Units	Pipes				
	Sheet metal				
	Stands and bases				
	Surface contamination				
	Vandalism/Damage				
Other	Overburden				
	Roof needs cleaning				
	Walkway-Pads				
Building Address	c.		10	arranty #•	
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	n By:		-	oring Inspection Date:	
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If you have a 15-year warranty, **it is recommended that Duro-Last inspects your roof in year 13**. Call 866-284-9424 to schedule inspection.

WHERE TO LOOK	INSPECTION / ACTION ITEMS	DURO-LAST	SPRING	FALL	NOTES
	Signs of leaks				
Exterior Walls	Staining				
	Cracks or missing mortar				
Interior Walls	Signs of leaks				
Ceiling	Signs of leaks				
	Signs of leaks				
Interior Roof Deck	Deterioration				
	Biological growth				
Roof Edges	Deterioration				
	Signs of leaks				
	Staining				
	Missing mortar				
Edging	Check attachment				
	Paint any rusted metal				
	Re-caulk as necessary				
	Signs of leaks				
Expansion Joints	Excessive movement				
1	Deterioration				
	Soft areas				
Field of Roof	Damage or deficiencies				
	Check attachment				
	Check all pitch pans				
	Inspect all penetrations				
Penetrations	Re-caulk as necessary				
	Check terminations				
	Clean out scuppers				
	Clean out gutters and downspouts				
Drainage System	Drains and strainers-attached				
	Make sure drains are working				
	Check attachment				
Curb Flashings	Check counter-flashings				
· · ·	Inspect for signs of movement				
	Check ductwork				
	Verify that doors are secure				
HVAC Units	Pipes				
	Sheet metal				
	Stands and bases				
	Surface contamination				
	Vandalism/Damage				
Other	Overburden				
	Roof needs cleaning				
	Walkway-Pads				
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Building Addres	s:		Warr	anty #:	
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Spring Inspection By: ______ Spring Inspection Date: ______ Fall Inspection By: ______ Fall Inspection Date: ______

 \checkmark REMINDER: Inspect curb flashings for signs of movement.

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES		
	Signs of leaks					
Exterior Walls	Staining					
	Cracks or missing mortar					
Interior Walls	Signs of leaks					
Ceiling	Signs of leaks					
	Signs of leaks					
Interior Roof Deck	Deterioration					
interior Roor Deck	Biological growth					
Roof Edges	Deterioration					
	Signs of leaks					
	Staining					
	Missing mortar					
Edging	Check attachment					
	Paint any rusted metal					
	Re-caulk as necessary					
	Signs of leaks					
Expansion Joints	Excessive movement					
1	Deterioration					
	Soft areas					
Field of Roof	Damage or deficiencies					
	Check attachment					
	Check all pitch pans					
	Inspect all penetrations					
Penetrations	Re-caulk as necessary					
	Check terminations					
	Clean out scuppers					
	Clean out gutters and downspouts					
Drainage System	Drains and strainers-attached					
	Make sure drains are working					
	Check attachment					
Curb Flashings	Check counter-flashings					
Ũ	Inspect for signs of movement					
	Check ductwork					
	Verify that doors are secure					
HVAC Units	Pipes					
	Sheet metal					
	Stands and bases					
	Surface contamination					
	Vandalism/Damage					
Other	Overburden					
	Roof needs cleaning					
	Walkway-Pads					
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Spring Inspectio	n By:		S	Spring Inspection Date:		
Fall Inspection B	Fall Inspection By:			all Inspection Date:		

OWNER'S MAINTENANCE CHECKLIST



If you have a 20-Year NDL Supreme Warranty, or a 25 or 30-Year NDL Warranty, **your roof must be inspected by Duro-Last in year 15**. It is recommended that 20-Year NDL Warranties also be inspected by Duro-Last in year 15. Call 866-284-9424 to schedule inspection.

15 YEARS

ON / ACTION ITEMS	DURO-LAST	SPRING	FALL	NOTES
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missing mortar				
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Spring Inspection By: ______ Spring Inspection Date: ______ Fall Inspection By: ______ Fall Inspection Date: ______

✓ REMINDER: Check rooftop for environmental contamination and clean as necessary.

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
Penetrations	Inspect all penetrations			
	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
5	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
	Roof needs cleaning			
	Walkway-Pads			
Building Addres	s:			Warranty #:
Spring Inspectio	n By:			Spring Inspection Date:
Fall Inspection B	у:		Fall Inspection Date:	

✓ REMINDER: Check expansion joints for signs of excessive movement and leaks.

17 YEARS

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
Field of Roof	Soft areas			
	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
	Roof needs cleaning			
	Walkway-Pads			
Building Addres	Building Address:			/arranty #:
Spring Inspectio	on By:		S _I	pring Inspection Date:

If you have a 20-Year NDL Supreme Warranty, **your roof must be inspected by Duro-Last in year 18**. It is recommended that 20-Year NDL Warranties also be inspected by Duro-Last in year 18. Call 866-284-9424 to schedule inspection.



Signs of leaks Interior Walls Signs of leaks Cetiling Signs of leaks Interior Walls Signs of leaks Interior Walls Signs of leaks Cetiling Signs of leaks Interior Roof Deck Interior Roof Deck Deterioration Interior Roof Deck Roof Edges Deterioration Interior Roof Deck Signs of leaks Interior Roof Deck Deterioration Biological growth Interior Roof Deck Interior Roof Deck Beterioration Interior Roof Deck Deterioration Biological growth Interior Roof Deck Interior Roof Deck Beterioration Interior Roof Deck Interior Roof Deck Figling Missing mortar Interior Roof Deck Missing mortar Interior Roof Deck Interior Roof Deck Edging Missing mortar Interior Roof Deck Beterioration Interior Roof Deck Interior Roof Deck Signs of leaks Interior Roof Deck Interior Roof Deck Field of Roof Damage or deficiencies Interior Roof Deck Penetrations Interior Roof Recall penetrations Interior Roof Deck Penetrations Interior Roof Deck Roof Deck Roof Roof Deck Roof Deck Interior Roof Roof Deck Roof Deck Roof Deck Roof Deck Roof Deck <th>WHERE TO LOOK</th> <th>INSPECTION / ACTION ITEMS</th> <th>DURO-LAST</th> <th>SPRING</th> <th>FALL</th> <th>NOTES</th>	WHERE TO LOOK	INSPECTION / ACTION ITEMS	DURO-LAST	SPRING	FALL	NOTES
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Drainage System Drains and strainers-attached Image System Image System System System System Image System S						
Make sure drains are workingImage: Check attachmentImage: Check attachmentImage: Check counter-flashingsImage: Check count	Drainage System					
Curb FlashingsInspect for signs of movementInspect for signs of movementCheck ductworkInspect for signs of movementInspect for signs of movementCheck ductworkInspect for signs of movementInspect for signs of movementVerify that doors are secureInspect for signs of movementInspect for signs of movementHVAC UnitsPipesInspect for signs of movementInspect for signs of movementBipesSheet metalInspect for signs of movementInspect for signs of movementStands and basesInspect for signs of movementInspect for signs of movementInspect for signs of movementOtherOverburdenInspect for signs of movementInspect for signs of movementInspect for signs of movementOtherRoof needs cleaningInspect for signs of movementInspect for signs of movementInspect for signs of movement						
Curb FlashingsCheck counter-flashingsImage: Check counter-flas						
Inspect for signs of movementImage: Check ductworkImage: Check ductworkCheck ductworkImage: Check ductworkImage: Check ductworkVerify that doors are secureImage: Check ductworkImage: Check ductworkPipesImage: Check ductworkImage: Check ductworkImage: Check ductworkSheet metalImage: Check ductworkImage: Check ductworkImage: Check ductworkSurface contaminationImage: Check ductworkImage: Check ductworkImage: Check ductworkOtherOverburdenImage: Check ductworkImage: Check ductworkImage: Check ductworkRoof needs cleaningImage: Check ductworkImage: Check ductworkImage: Check ductwork	Curb Flashings					
Check ductwork Image: Check ductwork Verify that doors are secure Image: Check ductwork Pipes Image: Check ductwork Pipes Image: Check ductwork Sheet metal Image: Check ductwork Stands and bases Image: Check ductwork Vandalism/Damage Image: Check ductwork Other Overburden Roof needs cleaning Image: Check ductwork	e de la construir ge					
Verify that doors are secureImage: Constraint of the secureImage: Constraint of the secureImage: Constraint of the secureHVAC UnitsPipesImage: Constraint of the secureImage: Constraint of the secureImage: Constraint of the secureSurface contaminationImage: Constraint of the secureImage: Constraint of the secureImage: Constraint of the secureOtherOverburdenImage: Constraint of the secureImage: Constraint of the secureImage: Constraint of the secureOtherOverburdenImage: Constraint of the secureImage: Constraint of the secureImage: Constraint of the secureOtherOverburdenImage: Constraint of the secureImage: Constraint of the secureImage: Constraint of the secureOtherOverburdenImage: Constraint of the secureImage: Constraint of the secureImage: Constraint of the secureOtherOverburdenImage: Constraint of the secureImage: Constraint of the secureImage: Constraint of the secureRoof needs cleaningImage: Constraint of the secureImage: Constraint of the secureImage: Constraint of the secure		· · · ·				
HVAC Units Pipes Image						
Sheet metal Image Stands and bases Image Surface contamination Image Vandalism/Damage Image Other Overburden Roof needs cleaning Image	HVAC Units					
Stands and bases Image Surface contamination Image Vandalism/Damage Image Other Overburden Roof needs cleaning Image						
Surface contamination Image Vandalism/Damage Image Other Overburden Roof needs cleaning Image						
Vandalism/Damage Image Other Overburden Roof needs cleaning Image						
Other Overburden Roof needs cleaning						
Roof needs cleaning	Other	_				
		-				

Spring Inspection By: ______ Spring Inspection Date: ______ Fall Inspection By: ______ Fall Inspection Date: ______

\checkmark REMINDER: Check interior walls and ceiling for signs of leaks.

19 YEARS

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
Garb Hashings	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
other	Roof needs cleaning			
	Walkway-Pads			
Building Addres	s:		V	Varranty #:
spring inspectio	on By:		S	pring Inspection Date:

If you have a 25 or 30-Year NDL Warranty, **your roof must be inspected by Duro-Last in year 20**. Call 866-284-9424 to schedule inspection.



WHERE TO LOOK	INSPECTION / ACTION ITEMS	DURO-LAST	SPRING	FALL	NOTES
	Signs of leaks				
Exterior Walls	Staining				
	Cracks or missing mortar				
nterior Walls	Signs of leaks				
Ceiling	Signs of leaks				
	Signs of leaks				
nterior Roof Deck	Deterioration				
	Biological growth				
Roof Edges	Deterioration				
-	Signs of leaks				
	Staining				
	Missing mortar				
Edging	Check attachment				
	Paint any rusted metal				
	Re-caulk as necessary				
	Signs of leaks				
Expansion Joints	Excessive movement				
	Deterioration				
	Soft areas				
Field of Roof	Damage or deficiencies				
	Check attachment				
	Check all pitch pans				
	Inspect all penetrations				
Penetrations	Re-caulk as necessary				
	Check terminations				
	Clean out scuppers				
	Clean out gutters and downspouts				
Orainage System	Drains and strainers-attached				
	Make sure drains are working				
	Check attachment				
Curb Flashings	Check counter-flashings				
Curb Hashings	Inspect for signs of movement				
	Check ductwork				
	Verify that doors are secure				
HVAC Units	Pipes				
TVAC OTITS	Sheet metal				
	Stands and bases				
	Surface contamination				
)there	Vandalism/Damage Overburden				
Other					
	Roof needs cleaning				
	Walkway-Pads				
Duilding Adda	~		14/	ontre #	
building Addres	s:		vvarr	anty #:	

Spring Inspection By: ______ Spring Inspection Date: ______ Fall Inspection By: ______ Fall Inspection Date: ______

✓ REMINDER: Check edge metal for rusted metal and paint as needed.

21 YEARS

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
e e la construction ge	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
Other	Vandalism/Damage			
	Overburden			
	Roof needs cleaning			
	Walkway-Pads			
Building Addres	:s:		V	/arranty #:
	on By:			
<u>-</u>	J		0	r J

✓ REMINDER: Check rooftop HVAC units to ensure all pipes and connections are secure.

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
<u>J</u>	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
	Roof needs cleaning			
	Walkway-Pads			
Building Address:				/arranty #:
			<u> </u>	oring Inspection Date:



If you have a 25-Year NDL Warranty, **your roof must be inspected by Duro-Last in year 23**. Call 866-284-9424 to schedule inspection.

23 YEARS

WHERE TO LOOK	INSPECTION / ACTION ITEMS	DURO-LAST	SPRING	FALL	NOTES
	Signs of leaks				
Exterior Walls	Staining				
	Cracks or missing mortar				
Interior Walls	Signs of leaks				
Ceiling	Signs of leaks				
	Signs of leaks				
Interior Roof Deck	Deterioration				
	Biological growth				
Roof Edges	Deterioration				
	Signs of leaks				
	Staining				
	Missing mortar				
Edging	Check attachment				
	Paint any rusted metal				
	Re-caulk as necessary				
	Signs of leaks				
Expansion Joints	Excessive movement				
1	Deterioration				
	Soft areas				
Field of Roof	Damage or deficiencies				
	Check attachment				
	Check all pitch pans				
	Inspect all penetrations				
Penetrations	Re-caulk as necessary				
	Check terminations				
	Clean out scuppers				
	Clean out gutters and downspouts				
Drainage System	Drains and strainers-attached				
	Make sure drains are working				
	Check attachment				
Curb Flashings	Check counter-flashings				
Gangeria	Inspect for signs of movement				
	Check ductwork				
	Verify that doors are secure				
HVAC Units	Pipes				
	Sheet metal				
	Stands and bases				
	Surface contamination				
	Vandalism/Damage				
Other	Overburden				
Other	Roof needs cleaning				
	Walkway-Pads				
	waitway-1 aus				
Building Addres	s:		10/000	onty #•	
building Addres	ə		vvdff	anty #	

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
F 1 ·	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
·	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
D	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
-	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
	Roof needs cleaning			
	Walkway-Pads			
Ruilding Addres	c.		3.6	larranty #
_	s:			
Spring Inspectio	n By:		SI	bring inspection Date:



If you have a 30-Year NDL Warranty, **your roof must be inspected by** Duro-Last in year 25. Call 866-284-9424 to schedule inspection.

25 YEARS

Signs of leaks				
Staining				
Cracks or missing mortar				
Signs of leaks				
Signs of leaks				
Signs of leaks				
Deterioration				
Biological growth				
Deterioration				
Signs of leaks				
Staining				
Missing mortar				
Check attachment				
Paint any rusted metal				
Re-caulk as necessary				
Signs of leaks				
Excessive movement				
Deterioration				
Soft areas				
Damage or deficiencies				
Check attachment				
Check all pitch pans				
Inspect all penetrations				
Re-caulk as necessary				
Check terminations				
Clean out scuppers				
Clean out gutters and downspouts				
Drains and strainers-attached				
Make sure drains are working				
Check attachment				
Check counter-flashings				
Inspect for signs of movement				
Check ductwork				
Verify that doors are secure				
Pipes				
Sheet metal				
Stands and bases				
Surface contamination				
Vandalism/Damage				
Overburden				
Roof needs cleaning				
Walkway-Pads				
	Signs of leaksSigns of leaksDeteriorationBiological growthDeteriorationSigns of leaksStainingMissing mortarCheck attachmentPaint any rusted metalRe-caulk as necessarySigns of leaksExcessive movementDeteriorationSoft areasDamage or deficienciesCheck attachmentCheck attachmentCheck attachmentCheck attachmentCheck attachmentCheck attachmentCheck attachmentCheck attachmentCheck terminationsRe-caulk as necessaryCheck terminationsClean out scuppersClean out gutters and downspoutsDrains and strainers-attachedMake sure drains are workingCheck attachmentCheck counter-flashingsInspect for signs of movementCheck ductworkVerify that doors are securePipesSheet metalStands and basesSurface contaminationVandalism/DamageOverburdenRoof needs cleaningWalkway-Pads	Signs of leaksSigns of leaksDeteriorationBiological growthDeteriorationSigns of leaksStainingMissing mortarCheck attachmentPaint any rusted metalRe-caulk as necessarySigns of leaksExcessive movementDeteriorationSoft areasDamage or deficienciesCheck attachmentCheck attachmentDeteriorationSoft areasDamage or deficienciesCheck attachmentCheck terminationsClean out scuppersClean out gutters and downspoutsDrains and strainers-attachedMake sure drains are workingCheck attachmentCheck counter-flashingsInspect for signs of movementCheck ductworkVerify that doors are securePipesSheet metalStands and basesSurface contaminationVandalism/DamageOverburdenRoof needs cleaning	Signs of leaksImage: state interventionSigns of leaksImage: state interventionBiological growthImage: state interventionDeteriorationImage: state interventionSigns of leaksImage: state interventionSigns of leaksImage: state interventionStainingImage: state interventionMissing mortarImage: state interventionCheck attachmentImage: state interventionPaint any rusted metalImage: state interventionRe-caulk as necessaryImage: state interventionSoft areasImage: state interventionDamage or deficienciesImage: state interventionCheck attachmentImage: state interventionCheck atl pitch pansImage: state interventionInspect all penetrationsImage: state interventionRe-caulk as necessaryImage: state interventionClean out scuppersImage: state interventionClean out scuppersImage: state interventionCheck attachmentImage: state interventionCheck counter-flashingsImage: state interventionInspect for signs of movementImage: state interventionCheck ductworkImage: state interventionVerify that doors are secureImage: state interventionSheet metalImage: state interven	Signs of leaksImage: style st

Spring Inspection By: ______ Spring Inspection Date: ______ Fall Inspection By: ______ Fall Inspection Date: ______

REMINDER: Ensure walkway-pads remain securely welded to the rooftop.

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
<u>J</u>	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
	Roof needs cleaning			
	Walkway-Pads			
Building Addres	s:		W	/arranty #:
	n By:			
spring inspectio	п by		5	

✓ REMINDER: Check all perimeter edging for signs of straining.

27 YEARS

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES		
	Signs of leaks					
Exterior Walls	Staining					
	Cracks or missing mortar					
Interior Walls	Signs of leaks					
Ceiling	Signs of leaks					
	Signs of leaks					
Interior Roof Deck	Deterioration					
	Biological growth					
Roof Edges	Deterioration					
	Signs of leaks					
	Staining					
	Missing mortar					
Edging	Check attachment					
	Paint any rusted metal					
	Re-caulk as necessary					
	Signs of leaks					
Expansion Joints	Excessive movement					
1	Deterioration					
	Soft areas					
Field of Roof	Damage or deficiencies					
	Check attachment					
	Check all pitch pans					
	Inspect all penetrations					
Penetrations	Re-caulk as necessary					
	Check terminations					
	Clean out scuppers					
	Clean out gutters and downspouts					
Drainage System	Drains and strainers-attached					
	Make sure drains are working					
	Check attachment					
Curb Flashings	Check counter-flashings					
e la construction de la construc	Inspect for signs of movement					
	Check ductwork					
	Verify that doors are secure					
HVAC Units	Pipes					
	Sheet metal					
	Stands and bases					
	Surface contamination					
Other	Vandalism/Damage					
	Overburden					
	Roof needs cleaning					
	Walkway-Pads					
				Warranty #:		
Spring Inspectio	n By:		S	pring Inspection Date:		
Fall Inspection B	у:		F	all Inspection Date:		

If you have a 30-Year NDL Warranty, **your roof must be inspected by Duro-Last in year 28**. Call 866-284-9424 to schedule inspection.



WHERE TO LOOK	INSPECTION / ACTION ITEMS	DURO-LAST	SPRING	FALL	NOTES
	Signs of leaks				
Exterior Walls	Staining				
	Cracks or missing mortar				
Interior Walls	Signs of leaks				
Ceiling	Signs of leaks				
	Signs of leaks				
Interior Roof Deck	Deterioration				
	Biological growth				
Roof Edges	Deterioration				
	Signs of leaks				
	Staining				
Edution	Missing mortar				
Edging	Check attachment				
	Paint any rusted metal				
	Re-caulk as necessary				
	Signs of leaks				
Expansion Joints	Excessive movement				
	Deterioration				
	Soft areas				
Field of Roof	Damage or deficiencies				
	Check attachment				
	Check all pitch pans				
Penetrations	Inspect all penetrations				
renetrations	Re-caulk as necessary				
	Check terminations				
	Clean out scuppers				
Drainage System	Clean out gutters and downspouts				
Drainage System	Drains and strainers-attached				
	Make sure drains are working				
	Check attachment				
Curb Flashings	Check counter-flashings				
	Inspect for signs of movement				
	Check ductwork				
HVAC Units	Verify that doors are secure				
	Pipes				
	Sheet metal				
	Stands and bases				
	Surface contamination				
	Vandalism/Damage				
Other	Overburden				
	Roof needs cleaning				
	Walkway-Pads				

✓ REMINDER: Check exterior walls for signs of leaks.

29 YEARS

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
	Signs of leaks			
Exterior Walls	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
	Check all pitch pans			
	Inspect all penetrations			
Penetrations	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
	Check attachment			
Curb Flashings	Check counter-flashings			
	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
	Surface contamination			
	Vandalism/Damage			
Other	Overburden			
	Roof needs cleaning			
	Walkway-Pads			

Building Address:	_ Warranty #:
Spring Inspection By:	Spring Inspection Date:
Fall Inspection By:	Fall Inspection Date:

 \checkmark REMINDER: Check roof field for damage or deficiencies.

WHERE TO LOOK	INSPECTION / ACTION ITEMS	SPRING	FALL	NOTES
Exterior Walls	Signs of leaks			
	Staining			
	Cracks or missing mortar			
Interior Walls	Signs of leaks			
Ceiling	Signs of leaks			
	Signs of leaks			
Interior Roof Deck	Deterioration			
	Biological growth			
Roof Edges	Deterioration			
	Signs of leaks			
	Staining			
	Missing mortar			
Edging	Check attachment			
	Paint any rusted metal			
	Re-caulk as necessary			
	Signs of leaks			
Expansion Joints	Excessive movement			
	Deterioration			
	Soft areas			
Field of Roof	Damage or deficiencies			
	Check attachment			
Penetrations	Check all pitch pans			
	Inspect all penetrations			
	Re-caulk as necessary			
	Check terminations			
	Clean out scuppers			
	Clean out gutters and downspouts			
Drainage System	Drains and strainers-attached			
	Make sure drains are working			
Curb Flashings	Check attachment			
	Check counter-flashings			
	Inspect for signs of movement			
	Check ductwork			
	Verify that doors are secure			
HVAC Units	Pipes			
	Sheet metal			
	Stands and bases			
Other	Surface contamination			
	Vandalism/Damage			
	Overburden			
	Roof needs cleaning			
	Walkway-Pads			
Building Addres	s:		W	/arranty #:
Spring Inspection By:				
	J ·		01	

WHERE TO LOOK	INSPECTION / ACTION ITEMS	DURO-LAST	SPRING	FALL	NOTES
	Signs of leaks				
Exterior Walls	Staining				
	Cracks or missing mortar				
nterior Walls	Signs of leaks				
Ceiling	Signs of leaks				
_	Signs of leaks				
Interior Roof Deck	Deterioration				
	Biological growth				
Roof Edges	Deterioration				
	Signs of leaks				
	Staining				
	Missing mortar				
dging	Check attachment				
	Paint any rusted metal				
	Re-caulk as necessary				
Expansion Joints	Signs of leaks				
	Excessive movement				
	Deterioration				
	Soft areas				
Field of Roof	Damage or deficiencies				
	Check attachment				
	Check all pitch pans				
	Inspect all penetrations				
Penetrations	Re-caulk as necessary				
	Check terminations				
	Clean out scuppers				
Drainage System	Clean out gutters and downspouts				
	Drains and strainers-attached				
	Make sure drains are working				
Curb Flashings	Check attachment				
	Check counter-flashings				
	Inspect for signs of movement				
	Check ductwork				
	Verify that doors are secure				
HVAC Units	Pipes				
	Sheet metal				
	Stands and bases				
Other	Surface contamination				
	Vandalism/Damage				
	Overburden				
	Roof needs cleaning				
	Walkway-Pads				

Spring Inspection By: ______ Spring Inspection Date: ______ Fall Inspection By: ______ Fall Inspection Date: ______





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