EXAMPLE: Roof Inspection Report
Prepared by:

IMAGE

Port St. Lucie, FL 34986
OBJECTIVE

Our goal at PSI Roofing is to provide you with a comprehensive evaluation of your roof. Staying informed is essential to reduce future repair costs and increase life expectancy. Identify and address potential problems areas to minimize damage of current roof system. Early detection of current defects eliminates the stress, hassle and costs of emergency repairs when bad weather occurs. Utilize the inspection report findings to prepare and budget for future expenses.

CONTENTS

1. Observations: Digital photos with comments, explaining defects and potential maintenance issues.

2. Recommendations: Summary of inspection and suggested corrective actions.

3. Budget: Options for immediate repairs, preventative maintenance options, and budget numbers for a roof replacement per roof section.

OBSERVATIONS

Blister in the roof membrane
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*Blister in the roof membrane*

*Blister in the roof membrane*
RECOMMENDATIONS

- Debris/dirt on roof membrane/drainage
- Open flashings on pitch pans
- Separated and open sealant on the joints on the metal coping cap
- Blisters in the roof membrane
- Rusted metal coping cap
- Dark areas on the scuppers and roof membrane
- Open flashings on roof penetrations
- Open flashings on the scuppers
- Open laps in the base flashings on the wall
- Open seams in the roof membrane
- Damaged lead stacks
- Open corner flashing on the wall
- Cut in the flashing

WARRANTY

Owner to receive a One (1) year Warranty on workmanship.

SAFETY

PSI Roofing is committed to Safety at all times. Our employees are thoroughly trained in all OSHA guidelines for roofing projects.

ACCESS & VALUABLES

Customer is responsible for providing adequate access to the work areas and for removing any personal items, including any personal belongings and valuables.

UNFORESEEN CONDITIONS

Any unforeseen conditions and any scope of work not mentioned in this contract are subject to additional charges. A written change order/revised proposal will be provided and no additional work will be performed until approved by the owner or its authorized representative.