



# NEW ROOF GUIDE: *THE CARE CHECKLIST FOR YOUR COMMERCIAL ROOF WARRANTY*

***Your roof is one of the greatest assets of your building. But it can also be easily forgotten – until you have a problem.*** Even with a new roof and warranty, guidelines and best practices help you get the most life out of your roof system. Your new roof is not indestructible, and just like a new car, it needs regular maintenance and care.

Here is a five-point care checklist to help you protect your commercial roof and keep your warranty in place.

## **Five Keys to Protecting Your Roof Warranty:**

### ***1) Understand what is not covered***

This information will be listed under your warranty's "Limitations and Exclusions" section. Below are a few examples:

- Leak Repairs – leaks that result from physical damage to the roofing products or are caused by a non-warranted component of the building. Examples could be a wall surface above the roofline, leaks through HVAC units, or curbs.
- Roof modifications or repairs – unauthorized modifications, utilizing incompatible materials, or using a roofing contractor that is not a manufacturer approved certified installer can cause a void of the warranty.
- Acts of God – damage or leaks caused by lightning, extremely high winds, fire, earthquakes, tornadoes, hurricanes, or any other natural disasters are not typically covered. Hail damage can be covered depending on the roof system you have. Specific materials are used for such systems to protect from hail damage.

## 2) *Review your warranty*

Your warranty will give you a list of requirements and recommendations to maintain your roof. For example:

- Remove any debris such as leaves, small branches, dirt, rocks, etc., that have accumulated.
- Clean gutters, downspouts, drains, and surrounding areas.
- Examine the areas that abut the roofing system, damaged masonry, poorly mounted flashings, loose caulking, bad mortar joints, loose stone, or tile coping.
- Examine rooftop equipment and make sure there is not excessive movement.



*Know your warranty. Many causes of roof damage are not covered by warranties. Understanding the differences will save you time and headaches.*

## 3) *Enroll in a roof maintenance program*

There are a variety of roof maintenance programs available. Be sure that you work with a roofing contractor that is a certified installer of your system and has a plan that focuses on your warranty guidelines, such as two comprehensive annual inspections and keeping debris clear.

## 4) *Log and monitor roof access*

If damage occurs on your roof, you want to have a record of who has been on your roof. A best practice is to keep a roof access log that includes the date, who was on the roof, and work performed. Also, you'll want to monitor the work with the warranty in mind to make sure no work is being done that will void or jeopardize your warranty.

## 5) *Consult a professional*

When in doubt, visit with a certified roof installer. The certified installer of your roofing system goes through extensive training and can help you avoid common pitfalls so that you can get the longest life from your roof.



*Maintenance programs can greatly increase your roof's warranty compliance.*