## INSTRUCTIONS FOR CREATING SUBFORM: 7.3-FLRROOFMEM-Bi-Annual

## Follow these steps to create the form fields:

## STEP 1: Create a Single Select field

**Description:** 7.3-BA-FLRROOFMEM: 13.Concourse Metal Roof Deck – Visually Inspect for evidence of leakage through deck particularly at seams and attachment points, movement of deck panels and corrosion of deck panels.

Options: Yes, No

## STEP 2: Create a Single Select field

**Description:** 7.3-BA-FLRROOFMEM-A: 13A. (At locations where a finished / suspended ceiling is present, inspection will require removal of sufficient ceiling panels or access through access hatches to view above ceiling).

Options: Yes, No