

Roof Inspection Form

Name	Location	Date
General Pictures		
Take wide pics of the roof – get all accessories in combined pics.		<input type="checkbox"/>
Take close-up pics of troublesome areas.		<input type="checkbox"/>
Using Hover take pics for Hover report [DON'T ORDER REPORT YET]		<input type="checkbox"/>
General Inspection		
Is there a second story requiring a second ladder?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Check shingles for boils.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Check shingles, turtles, flue cap, & others for hail damage.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Inspect flashing on jacks, chimney, skylights, and walls for hail, holes, or missing nails.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
- Did you find hail?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
- Did you find holes, missing nails, or exposed nails?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Check gutters for hail damage. Mark w/chalk. Take pics	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
- Size of gutters? <input type="checkbox"/> 4" <input type="checkbox"/> 5" <input type="checkbox"/> 6"	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
- Is there gutter guard? Take pics	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
- If so, is gutter guard damaged by hail? Take pics	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
- Do gutters need to be cleaned out? Take pics	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Use color swatch to take pic of gutter & downspout color.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
- Are gutters painted? Take pics	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
- Take pics of each downspout to see each elbow.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
- Damaged: <input type="checkbox"/> Gutters & Downspouts <input type="checkbox"/> Other: _____	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Are tree branches in the way of roof installation? Take pics	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Homes in the 1950s or later may have plank decking and need OSB. If applicable, inform the customer of possible roof redeck.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Closest matching shingle? _____	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
- take photo pointing at color choice on sample sheet.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
# of layers of shingles? Look at rake or cut shingle. # of Layers _____	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
- Take two photos. One of rake and one of eave showing shingles & drip edge.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Do gutter hangers screw into drip edge? Take pics	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
Color of drip edge? _____ Matching: <input type="checkbox"/> Fascia <input type="checkbox"/> Shingles <input type="checkbox"/> Gutters	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
-Almond, Black, Brown, Bronze, Dove Grey, Charcoal Grey, Ivory, Green, White	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
What is the roof pitch? 1) _____ 2) _____ 3) _____	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
- Take pics or screenshot of each pitch.	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	

Accessories

Length of ridge vent? <input type="checkbox"/> None	#1 Run _____	#2 Run _____
Number of Turtle vents on whole roof? # _____		
Number of Bathroom vents? <input type="checkbox"/> None	4" # _____	6" # _____ 8" # _____

	Yes	No	N/A
Number of Pipe Jacks? Size: 1" – 4" # _____			
Number of Zipper (Retro) Boots? Size: 0" – 5-3/4" # _____			
Furnace Cap damaged? Take pics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Diameter of furnace pipe for cap & jack? 1) _____ 2) _____			
# of Diverters needed? Take pics of each diverter spot. # _____			
# of Bird Stops needed where gables meet the roof? Take pics # _____			
Chase cover has hail damage? Take pics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Approx size of chase cover? _____ L _____ W _____ H _____ D			
Chimney Flue Cap damaged? Take pics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
- Approx size of flue cap? _____ L _____ W _____ H _____ D			
Skylights or skylight frame have hail damage? Take pics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Skylight flashing have hail damage? Take pics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Size of Skylights: Size _____ x _____ # _____ Size _____ x _____ # _____			
- need sizes for flashing kits. Even if the skylight isn't damaged by hail.			
Style of Skylight: <input type="checkbox"/> Curb Mount <input type="checkbox"/> Deck Mount <input type="checkbox"/> Not Sure Take pics			
How many satellite dishes installed on shingles? <input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2			

Other Structures, Ventilation, Fence, Window

	Yes	No	N/A
Is there a shed? <input type="checkbox"/> Yes <input type="checkbox"/> No Take corner pics Size of shed? _____			
# of soffit vents on the home? _____ Approx Vent size? _____			
# of gable vents on the home? _____ Are gable vents fake? _____			
- Take pics of soffit vents & gable vents. <input type="checkbox"/>			
Is the fence damaged by hail? _____ Draw rough sketch w/dims below			
- Take far back pics showing yard and fence <input type="checkbox"/>			
Windows have trim around them? Take pic of two diff windows <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
- Window trim may be damaged by hail. Or we may need to reference.			

General Notes

1) Draw Soffit Vent, Turtle Vent, & Downspout Location. 2) Damaged Fence Lengths