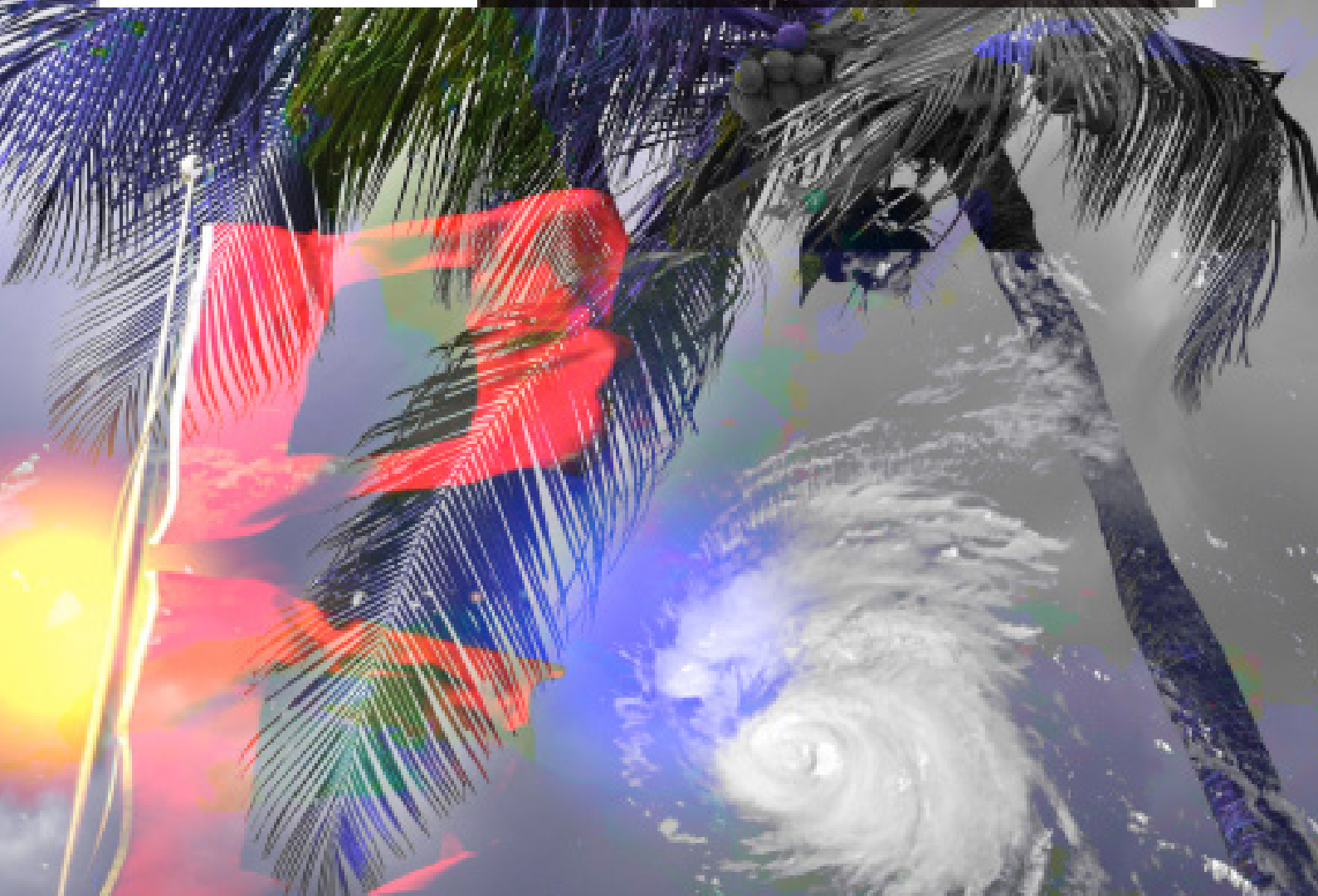




HURRICANE SEASON

JUNE 1ST - NOVEMBER 30TH

IS YOUR ROOF READY?



ADVANCED ROOFING INC. HURRICANE SEASON COMMERCIAL ROOF PREPARATION CHECKLIST

Building Name

Responsibility

Completion Date

HURRICANE SEASON ROOF PREPARATION CHECKLIST



BEFORE A HURRICANE					
NO.	ACTION ITEM	RESPONSIBILITY	REQUEST DATE	COMPLETED ON DATE	NOTES
1	Review Most Recent Roof Inspection / Preventative Maintenance Report.				
2	Review Your Roof Warranty And Insurance Policy - If Needed, Get Clarification On Your Policy Before A Storm Hits.				
3	Update Emergency Contacts Including The Roofer, Water Restoration Company And Insurance Provider. Share With The Team.				
4	Review and Update Your Hurricane Plan. Share With The Team.				
5	Schedule Repairs Now: Issues Including Damage To The Membrane, Flashings, Sealants And Drainage Systems.				
6	Clear All Gutters, Downspouts, And Drains Of Debris That Can Cause A Blockage.				
7	Secure Rooftop Mechanical Equipment With Hurricane Straps and Secure Access Doors.				
8	Trim Trees And Bushes Away From The Building By At Least 3ft.				
9	Cover Older Skylights With Wood Or A Metal Cage.				
10	Inspect Roof Hatch And The Roof Access Doors To Ensure Proper Functionality.				
11	Inspect Generator And Ensure It's Running; Purchase Gasoline Ahead Of Time Never Operate Your Generator Indoors.				
12	Optional: Wind Up Lift Test and Moisture Survey				
AFTER A HURRICANE					
1	Check For Roof Leaks Inside Of The Building.				
2	Document Damages With Photo And Video.				
3	Call Your Insurance Provider To Report Damages.				
4	Call Your Roofing Contractor To Schedule Repairs.				
5	Repair Or Replace? If Your Commercial Roof System Suffers More Than 25% Water Damage To The Insulation, Florida Laws Require You To Replace The Entire Roof System.				