

PREVENTIVE MAINTENANCE GUIDE



WARRANTY NO. (if applicable): _____

ROOF SECTION (S): _____

DEFINITION

A routine preventive maintenance program is fundamental to the long-term performance of the waterproofing system of your roof.

As the Owner, it is your responsibility to mandate skilled professionals (roofing contractors, inspection firms or any industry experts) to execute preventive inspections at least twice a year, ideally in the fall and at the end of winter. It is also recommended that you carry out an inspection after major weather events, such as heavy rains, ice storms and strong winds.

If damage is found during these inspections, you must take action to have the necessary repairs made at your expense. We recommend that you document these inspections and keep observations filed with your warranty certificate.

If leaks are found during the period covered by your warranty, be sure to notify SOPREMA in writing at 1688, rue J.-B.-Michaud, Drummondville, Québec, J2C 8E9 to the attention of the warranty agent, Technical Service, within thirty (30) days of the discovery of the leakage.

You will find attached a preventive maintenance checklist, which can be used as a reminder of the items to be checked during preventive maintenance. You can make a copy for each servicing.

OTHER RECOMMENDATIONS

Do not allow just anyone to climb on your roof. Limit access to authorized personnel only.

Do not use the roof as a terrace or patio without adequate protection.

Make sure that the membrane is always used for the purpose for which it was designed. As per example, avoid using your roof as storage, installing picnic tables, chairs, or Christmas decorations that could damage the waterproofing components.

CLEANING THE ROOF

Using a brush broom and water simultaneously may cause your roof covering to lose granules. Use cleaning methods without water to remove solid residues, such as mud and leaves. Use tools that will not damage the membranes, such as plastic shovels. Once residues are removed, you can clean the membrane surface with running water without damaging its covering.



DATE OF INSPECTION: _____

INSPECTED BY: _____



CHECK THE GENERAL CONDITION OF THE ROOF MEMBRANE (DEBRIS, NAILS, LEAVES, DIRT, SEDIMENT AND OTHER MATERIALS)

COMMENTS: _____

FOLLOW-UP REQUIRED

INSPECT ALL ELEMENTS PROTRUDING FROM THE ROOF MEMBRANE (VENTS, UPSTANDS, CHIMNEYS, ETC.)

COMMENTS: _____

FOLLOW-UP REQUIRED

CHECK ALL DRAINS

COMMENTS: _____

FOLLOW-UP REQUIRED

INSPECT WATERPROOFING OF EVERY METAL FLASHING, IF APPLICABLE

COMMENTS: _____

FOLLOW-UP REQUIRED

INSPECT THE MEMBRANE AND ALL OF ITS JOINTS

COMMENTS: _____

FOLLOW-UP REQUIRED

DEFECTS OR OTHER PROBLEMS OBSERVED

COMMENTS: _____

FOLLOW-UP REQUIRED

Note: Communicate any defects in the surrounding elements and the elements connected to the roof covering (masonry walls, mechanical outlets, skylights, etc.) to the appropriate people.