

ROOFING CHECKLIST

Subcontractor _____ Job Name/No. _____

Pass Fail NA

- All work must comply with local, state and national codes, even in areas where no local inspection exists.
- Make sure shingle color at job matches color on instructions. **SPOT CHECK RUN OR BATCH NUMBER FOR DIFFERENCE - IF DIFFERENT, STOP & CALL SUPERINTENDENT.**
- All felt is on house. **REPAIR FELT AS NECESSARY.** Never roof over missing felt. It voids the warranty on the shingles and violates the building code.
- All blisters in felt are cut so felt will lay down.
- The starter course of shingles has the tabs cut off so that the adhesive strips are at the outside edge of the roof. The adhesive strip is at the bottom edge of the roof so the first row of shingles seals properly. Starter course overhangs 2" before rake mold is installed.
- Use 1/2 lap (6") or 1/3 lap (4") for succeeding courses of shingles.
- Each asphalt or fiberglass shingle has four nails, one on each end and one 5 5/8" up, directly over the slits for the tabs.
- Nails go in straight not at an angle. Angled nails and nails which are sticking up will wear or melt through the upper course of shingles and will leak. Walk the entire roof when you are done and check it. Lift up several tabs and check the nailing.
- No staples are allowed to fasten the shingles.
- Use 7/8" - 1 1/4" galvanized roofing nails.
- Roof checked for square. If out of space, split difference on bond line.
- Chalk line for at least every other row of shingles.
- All flashers installed on plumbing stacks and flues.
- Attic ventilation fan cut out neatly with a power saw and installed as indicated on the plans. **DO NOT HACK THE HOLE OUT WITH A HAMMER OR HATCHET!**
- Black jack bare flashing below dormers.
- Cut in all valleys. Do not weave valleys unless instructed to do so by the superintendent.
- Use valley flashing in all valleys 9/12 pitch or steeper.
- Gable ends are neatly trimmed and overhang 2" before the rake molding is installed.
- Check entire roof to make sure all nails are driven down and all shingles are lying flat.
- All scraps and loose nails cleaned off of the roof and the ground. Walk all the way around the house. Make sure everything is cleaned up and placed in the designated trash site.
- Clean up all wrappers and scraps. Put in pit or in one pile with weight on top to prevent wind from scattering.
- Left over material is stacked neatly on a pallet and ready to return for credit.

OVERHANGS FOR SHINGLES

	<u>Vinyl Exteriors Before Corniced</u>	<u>Wood Exteriors Before Corniced</u>	<u>All Jobs After Change is Completed</u>
Front & Rear overhangs	2"	2 3/4"	1 1/4"
Gable Ends	2 3/4"	2 3/4"	1 1/4"

The Subcontractor understands and accepts responsibility for items on this checklist and verifies these items have been checked and are acceptable. In the event these items are not completed to our satisfaction, the Subcontractor agrees, upon notification to correct these items within 3 working days, or gives "Our Company" the right to correct these item(s) and backcharge the Subcontractor accordingly. I hereby verify that the above items have been checked and are acceptable. I understand that this checklist must be turned in with the invoice in order to receive payment on this job.

Signature _____ Date _____