

Scheduled Maintenance Program

Seamless Solutions. Proven Protection.™

www.americanweatherstar.com

Company Name

Project Location

Project Name

Project Number

Warranty Information

Building Number

Notes

Protect your investment

The roofing system is a building's first line of defense from exposure to heat, cold, the sun's UV rays, inclement weather, mechanical damage, etc.

At American WeatherStar, we emphasize the importance of routine maintenance after installing any of our fluid-applied roof restoration systems. We created the Scheduled Maintenance Checklist to help building owners protect both their investments and their newly restored roofs.

We are thrilled you've chosen an American WeatherStar system as the solution for your commercial roof, and now we want to give you the tools and information to maintain your roof for the remainder of its lifespan. Through proper and routine maintenance, the roof's life can be extended and ultimately lower both energy costs and repair costs.

Use this guide to document all maintenance activities performed on your roof and support adherence to warranty terms. For questions or additional information, contact us at **1-800-771-6643** or visit **www.americanweatherstar.com**.

What causes roof failure

LONG-TERM CAUSES OF ROOF FAILURE

Neglecting Maintenance

This is the leading cause of premature roof failure. Like a car, a roof needs regular inspections to ensure it performs properly.

Exposure

Roofs are vulnerable to long-term exposure from sun, weather, and temperature, as well as short-term exposure to pollutants and chemicals.

Structural Movement

Over time, buildings will expand and contract with temperature changes, which affects the roofing system as well.

Biological Growth

If ponding water is present on a roof, vegetation or algae can form and disrupt the roofing system.

Procrastinating on Maintenance

If a small problem is not repaired promptly, it can easily turn into a large problem.

Interior Changes

The roofing system can be affected by changes in the building's interior relative humidity.

SHORT-TERM CAUSES OF ROOF FAILURE

Severe Weather

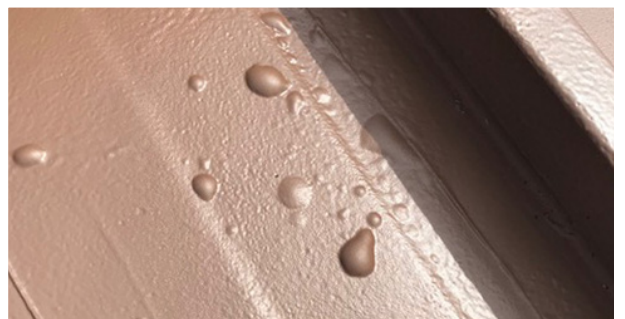
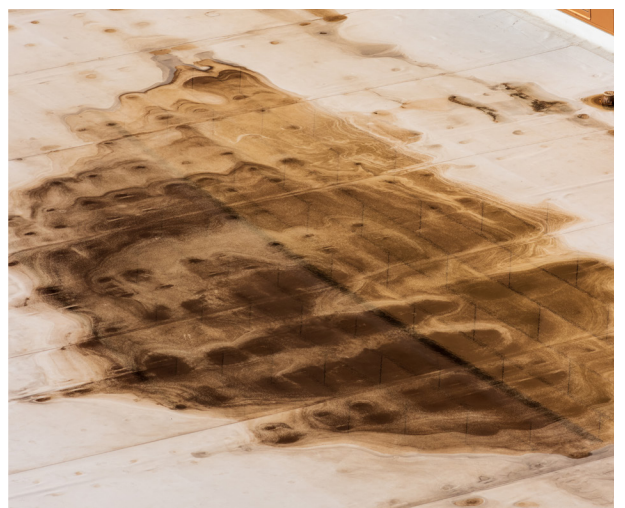
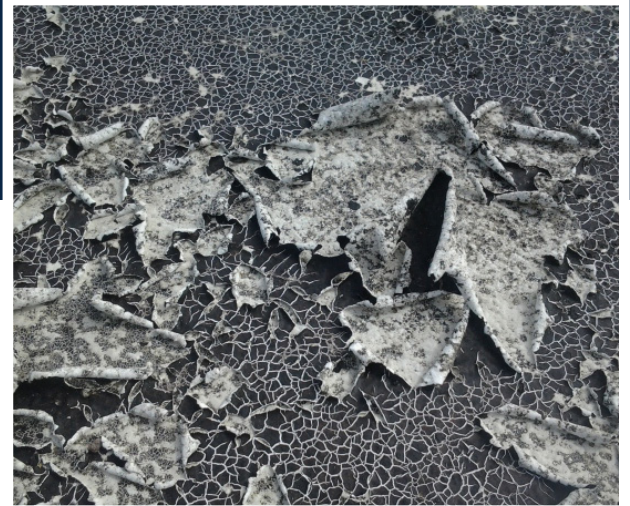
Thunderstorms, lightning, high winds, hail, and heavy rain can cause immediate problems on the roof.

Equipment Additions and/or Deletions

Items improperly put on the roof by building tenants are a common cause of roofing problems.

Trade/Unintentional Damage

Roof access isn't limited to the contractor—HVAC techs, inspectors, construction crews, and even tenants can cause damage from tools or foot traffic.



10 tips to protect your roof

1. MAINTAIN ACCURATE RECORDS

Keep a file of all records for the roof including:

- American WeatherStar StarGard Warranty
- Inspection reports
- Repairs and maintenance bills

2. CONDUCT INSPECTIONS REGULARLY

At least twice per year (typically in the spring and fall).

3. INSPECT AFTER SEVERE WEATHER

Inspect the roof for damage after severe weather such as hailstorms, lightning, heavy rain, high winds, etc.

4. MAKE PROPER REPAIRS

All repairs, including non-warranted, must be done by an American WeatherStar Approved Contractor using our materials and current repair guidelines for the roof type and quality.

5. KEEP ROOF CLEAN AND FREE OF DEBRIS

Remove any debris from the roof, gutters, downspouts, drains, scuppers, and surrounding areas to ensure the roof drains properly. Roof debris includes:

- Leaves, branches, dirt, rocks, bottles
- Trash or leftover tools from other trades

6. KEEP METAL IN GOOD CONDITION

Examine all metal flashings, counter flashings, expansion joints, and pitch pockets for:

- Rust
- Detachment or damage
- Deteriorated sealant

7. KEEP MASONRY IN GOOD CONDITION*

Examine masonry walls and copings for:

- Cracks and bad mortar joints
- Deteriorated sealant
- Loose masonry or coping stones
- Signs of water absorption

**Repair any masonry issues to prevent water infiltration.*

8. MAINTAIN ROOFTOP EQUIPMENT*

Examine rooftop equipment for any problems that may allow water infiltration. Equipment can include:

- Air conditioners, vents, and duct work
- Equipment stands or screens
- Skylights
- Satellite dishes and antennas

**Eliminate any coolant, oils, or grease spills and repair roof membrane if affected.*

9. MAINTAIN ROOF COATING SYSTEM

Inspect protective coatings and recoat cracked, flaked, or worn areas with a compatible American WeatherStar system. Contact us for guidance on specific repairs.

10. LIMIT PEDESTRIAN TRAFFIC ON THE ROOF*

Limit roof access to essential personnel. Use an access log to track who was on the roof in case of damage.

**Other conditions may exist that require special maintenance. The building owner must ensure that the maintenance program for a particular building is adequate and appropriate.*

Report any deficiencies in the American WeatherStar system to warranties@americanweatherstar.com within 30 days. Issues believed to stem from material defects or installation may qualify for guarantee coverage.

Roofing Warranties & Guarantees

LIMITS OF COVERAGE

The manufacturer's guarantee doesn't cover situations that are outside of their control, so it's important for the building owner to protect the roof from damage to the best of their ability. Typically, damage that is not covered by the manufacturer's guarantee includes:

- Improper maintenance or unauthorized repairs
- Structural damage from building movement
- Severe weather (heavy rain, wind, or lightning)
- Chemical, oil, or grease contamination to membrane
- Damage from other trades or equipment installs
- Excessive or unauthorized foot traffic
- Vandalism

USE ONLY AUTHORIZED CONTRACTORS

It's very important that any maintenance, repairs, and inspections be completed by the American WeatherStar Approved Contractor who installed the roof coating system on your building. By ensuring that the contractor on your roof is authorized and properly-vetted, you minimize the risk of sustaining any non-guaranteed damage to the roof. We highly recommend that you, the building owner, attend these inspections as they are performed.

LOG MAINTENANCE & REPAIRS

Now that you have been given the tools and information to properly maintain your roof, use the following pages in this guide to keep detailed logs of all inspections and repairs made to the roof.



WHERE TO CHECK	LOOK/CHECK FOR	Y/N	CORRECTIVE ACTIONS MADE	ADDITIONAL NOTES
Exterior walls	Signs of leaks			
	Staining			
	Missing mortar			
	Cracks			
Interior walls	Signs of leaks			
Ceiling	Signs of leaks			
Interior roof deck	Signs of leaks			
	Deterioration			
	Mold			
Roof edges	Deterioration			
Fascia/coping/metalwork	Signs of leaks			
	Staining			
	Missing mortar			
	Attachment			
	Rusted metal			
	Need for recaulking			
Expansion joints	Signs of leaks			
	Excessive movement			
	Deterioration			
Field of roof	Substrate firmness			
	Damage/deficiencies			
	Loose fasteners			
	Bare spots			
Penetrations (inspect & repair problem)	Pitch pans (fill if needed)			
	Flashings			
	Need for recaulking			
	Draw bands			
Drainage system	Clean gutters			
	Downspouts			
	Scuppers			
	Drains			
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Base/curb flashings	Attachment (repair if needed)			
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	Signs of movement			
HVAC units	Ductwork			
	Securely-attached doors			
	Lines			
	Pipes			
	Sheet metal cabinets			
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	Equipment base/tie-in			
Other	Oil deposits			
	Surface contamination			
	Soft areas			
	Vandalism			
	Vegetation			
	Solar panel/mounting damage			
	Ponding water			
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	Need for proper walkways			

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	Debris			
	Physical damage			
	Areas in need of cleaning			
Need for proper walkways				

Signature: _____ Date: _____ Next Inspection: _____

WHERE TO CHECK	LOOK/CHECK FOR	Y/N	CORRECTIVE ACTIONS MADE	ADDITIONAL NOTES
Exterior walls	Signs of leaks			
	Staining			
	Missing mortar			
	Cracks			
Interior walls	Signs of leaks			
Ceiling	Signs of leaks			
Interior roof deck	Signs of leaks			
	Deterioration			
	Mold			
Roof edges	Deterioration			
Fascia/coping/metalwork	Signs of leaks			
	Staining			
	Missing mortar			
	Attachment			
	Rusted metal			
	Need for recaulking			
Expansion joints	Signs of leaks			
	Excessive movement			
	Deterioration			
Field of roof	Substrate firmness			
	Damage/deficiencies			
	Loose fasteners			
	Bare spots			
Penetrations <i>(inspect & repair problem)</i>	Pitch pans (fill if needed)			
	Flashings			
	Need for recaulking			
	Draw bands			
Drainage system	Clean gutters			
	Downspouts			
	Scuppers			
	Drains			
	Strainers			
Base/curb flashings	Attachment (repair if needed)			
	Counter flashings			
	Signs of movement			
HVAC units	Ductwork			
	Securely-attached doors			
	Lines			
	Pipes			
	Sheet metal cabinets			
	Gaskets			
	Equipment base/tie-in			
Other	Oil deposits			
	Surface contamination			
	Soft areas			
	Vandalism			
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