



FLAT ROOF MAINTENANCE CHECKLIST

Use this checklist to stay ahead of leaks, structural issues, and premature failures on PVC or TPO commercial roofing systems. Ideal for building engineers, facility managers, property managers, and maintenance teams.

Seasonal Items to Inspect

- ☐ Check for standing or ponding water after rain or snow melt.
 - ☐ Inspect membrane seams for lifting, splitting, or deterioration.
 - ☐ Look for punctures from tools, debris, or rooftop traffic.
 - ☐ Verify all rooftop equipment curbs and flashings are watertight.
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Documentation Checklist

- ☐ Take photos of any visible damage, wear, or problem areas.
 - ☐ Document dates, weather conditions, and any tenant-reported leaks.
 - ☐ Log roof access activity to maintain warranty compliance.
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When to Call a Commercial Roofing Specialist

- ☐ Persistent ponding that lasts more than 48 hours.
- ☐ Visible membrane tears, open seams, or blistering.
- ☐ Recurring leaks inside the building.
- ☐ Damage following windstorms or hail.

Following this checklist routinely helps extend the life of your flat roof and supports compliance with manufacturer and workmanship warranties.

Need a second opinion or help addressing what you found?

Ecoshield's commercial roofing specialists are here to help with inspections, repairs, coatings, and full PVC/TPO replacements.

Call us at: 720.605.3682