



Sunstack LLC 2300 west Sahara Ave. Suite 800 Las Vegas NV 89102
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SUNSTACK WARRANTY CLAIM & INSPECTION CHECK LIST

Please fill out this report and send it with all attachments to Contact@sunstackracking.com

Date: _____

Contractor Name: _____ **License #:** _____

Contractor Address: _____ **State:** _____ **ZIP:** _____

Contact Name: _____

Phone: _____ **Email:** _____

Distributor Name: _____ **Contact:** _____

Distributor Address: _____ **State:** _____ **ZIP:** _____

Site Information:

PV System Size: ____ kW (DC)

Household Name: _____

Phone: _____ **Email:** _____

Address: _____ **State:** _____ **ZIP:** _____

Age of the Existing Roofing: _____ (Yrs.) **Roofing Material:** _____ **Slope:** _____

Framing Conditions: _____ **Roofing Ventilation:** _____

Roof Leak Inspection Report:

Is there a Roof Leak Inspection report by a third-party Inspection Agency? **Y / N**

Has it been determined that the Roof Leak is related to a defect on either SSB1 (____) or SSM (____) mounting system? **Y / N**

If a third-party inspection report is required by SUNSTACK, the report shall be submitted at the expense of the contractor. If determined that SUNSTACK is at fault for the leak, this report cost will be reimbursed by SUNSTACK LLC.

Attachments:

Roof Warranty Claim and Inspection Check List

Photographs

Water Test Checklist

Copy of the signed-off Solar Building Permit

Water Test Checklist -The idea is to create a controlled artificial rainstorm

Household Name: _____ **Contractor Name:** _____

We recommend any inspection following OSHA safety guidelines.

Checklist and instructions

- ☐ Water hose and spray nozzle to manage flow, intensity and direction
- ☐ Two people each with a cell phone or walk-talkie
- ☐ Ladder for roof access
- ☐ Bring the hose onto the roof in the affected area
- ☐ Have second person inside the home where leak occurs (with a camera, flashlight, markers and a cell phone)
- ☐ Start the spray from the lowest position possible and move up slowly with the inside person to call as soon as water gets inside
- ☐ Once the water gets inside, stop the flow and time how long the water takes to stop dripping inside
- ☐ Start the flow again at a lower point on the roof in order to narrow down the exact location of the leak source and slowly move up towards the previous entry point. There could also be leak entry points above.
- ☐ Removal of modules, racking and/or roofing materials may be necessary to identify the exact location and source of the leak.
- ☐ Are the leak entry points in proximity to the Roof Tech roof attachment points? **Y / N**
- ☐ What is the proximity of the leak to the PV system attachment point (Inches) _____?
- ☐ Is there more than one entry? **Y / N How many?** _____
- ☐ Will need evidence of the exact entry point showing water flow and/or witness marks.

Date: _____

Email: _____ **Prepared by:** _____

Company: _____ **Phone:** _____