



### **Roof Maintenance and Service Agreement**

This agreement, by and between **Customer Account Name**, herein referred to as "Customer", and Ideal Building Solutions, herein referred to as "Ideal". The Customer signatory below certifies they have the authority to sign and enter agreements on behalf of the Building Owner, **Building Owner Account Name**

#### **PURPOSE**

All roofing systems are susceptible to weathering, expansion, contraction and even abuse. It is not uncommon for water intrusion to develop at any time after the original roof installation. In addition, exposure to strong wind events, hail, and ice, may result in additional roof system degradation. It is not uncommon for roof systems to prematurely fail, but with proactive inspections and scheduled maintenance, Ideal Building Solutions can help you extend the life of your roof asset.

Even though a manufacturer's warranty may have been purchased with your new roof, most roofing material manufacturers recommend regular maintenance to keep their roof warranties valid. This means the Building Owner continues to be responsible for the proper roof care and maintenance of the roof for the duration of the warranty.

Our goal is to extend the performance of your existing roof asset by offering a maintenance program, which ultimately reduces the costs incurred for roof repairs and/or replacement.

#### **SERVICES**

Ideal's roof inspection will consist of the following services, and will included the manufacturer's maintenance guidelines:

1. Inspect the entire roof area for damage that may have resulted from foreign objects or from human activity i.e.: HVAC unit maintenance.
2. Remove all debris that may have accumulated on the roof surface to ensure it does not restrict drainage or cause roof membrane damage.
3. Inspect and clean all roof drains, overflow drains, grates, and scupper drains to ensure a free flow of rain water and snow melt.
4. Visually inspect welds at membrane field seams, roof curbs, and roof penetrations.
5. Inspect sheet metal flashings and counter flashings at copings, gutters collector boxes, and downspouts to verify they are firmly attached and sealed.
6. Inspect and verify roof access scuttle, ladder, and locking mechanism are operational and all flashings are in place and secure.
7. Verify all HVAC unit access doors and covers are installed and secured.
8. Inspect all surface applied sealant related roofing and sheet metal.
9. **Submit a written report to the Customer detailing the current roof condition, evidence of any roof abuse, and any problems that could potentially lead to future roof problems.**

#### **Additional Scope of Work:**

#### **AGREEMENT & FEES**

Ideal Building Solutions agrees to perform **bi-annual** roof maintenance services as specified above for the roofing system at **Property Name** located at **Property Address** for a duration of **5** year(s). Ideal will coordinate with Customer to schedule inspection dates and times.

**Inspection Fee: \$650** per visit

\_\_\_\_\_  
In witness whereof, the parties hereto have executed this Agreement.

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ideal Building Solutions

\_\_\_\_\_  
Date