



ROOF CARE AND MAINTENANCE GUIDE

A regular roof repair and maintenance program is fundamental to the satisfactory long-term performance of your roof. Through such a program, potential problems can be found in their early stages, hopefully resulting in the problem being prevented altogether.

Roof Access. Limit access to your roof to authorized personnel only, meaning those with a real need to be there. We suggest you maintain a log of all persons granted access to your roof. We also suggest that a sign similar to the following be posted at all roof hatches and other points of access to the roof: "All persons seeking access to this roof must first register in the log at our front desk."

Inspection. Inspect your roof at least semi-annually, in the spring and fall. Also inspect the roof after any severe winds or storms and after any event that could be reasonably expected to cause damage to your roof or to your building envelope. Any discovered damage to your roof must be promptly reported by you to Soprema and then corrected by an authorized contractor. Corrections or modifications to your roof made by anyone who is not an authorized contractor may, at the option of Soprema, void your warranty.

Cleaning the Roof. A Soprema warranted roof must be cleaned on a regular basis and kept free of debris such as branches, leaves, bottles, rocks, cans, soil or anything else that could plug drains or cause a puncture to the roofing membrane. All drains and scuppers, even though not covered by your warranty, should be checked on a regular basis to ensure they are not plugged and are free-flowing.

Roof Membrane and Base Flashing. During each semi-annual inspection, all roofing and flashing surfaces must be carefully checked for any abnormal conditions such as, for example: (1) any signs of stress, such as diagonal wrinkles or blisters; (2) evidence of mechanical abuse, such as punctures, slits or cuts; (3) evidence of damage caused by chemicals, cleaning agents or other harmful substances dripped, spilled, discharged or blown onto the roof; or (4) wear due to foot traffic or other types of abuse.

Walls. Walls (particularly those constructed of masonry and stucco) can be susceptible to wind blown water intrusion. Periodically determine if additional water repellent or sealant is needed to maintain the water tightness of your building's walls. Water entering your building or your roof through walls will damage the roof and will not be covered by your warranty.

Metal Components and Roofing Accessories. During each semi-annual inspection:

Gravel Stops. Inspect the condition of all metal for evidence of rusting, loose metal, wind deformation and joint integrity. Document any areas where membrane appears to be stressed. Inspect the metal/membrane bond for voids or other possible conditions that could permit water infiltration.

Vent Pipes. Check all metal parts for deterioration, all clamping rings to ensure they are tight, all sealant beads to ensure they shed water and are sealed tight to the pipe, and any membrane flashing wrap for evidence of stresses, voids, or other possible conditions that could permit water infiltration.

Counter Flashing. Inspect the condition of any metal for evidence of rusting, loose metal, wind deformation and joint integrity. Check if the adhesion of surface mounted counter flashing, even though not covered by your warranty, is adequate so as to create a continuous compression seal for the caulking bead. Caulking is not covered by your warranty and may need to be periodically replaced by you. Check the attachment of the metal coping cap to the continuous clip for resistance to wind. Inspect any metal to membrane bond for voids or other possible conditions that could permit water infiltration.

Pitch Pans. Pitch pans are not covered by your warranty. Even so, water leaking through bad pitch pans could damage your roof. Therefore, inspect the condition of the metal for evidence of rusting, wind deformation and joint integrity. Inspect the bond of the filler onto the penetration being flashed and determine the water tightness. Make sure the pan is filled with filler so as to create a positive slope away from the penetration.

Drains. Make sure that all drains and scuppers are free from clogs. Check all drain bolts for tightness. Inspect any metal to membrane bond for voids or other possible conditions that could permit water infiltration. Regularly clean debris from around strainers and secure drain strainers.

Roof Top Equipment. Inspect HVAC units, ductwork or other curb types for evidence of rusting, wind deformation and joint integrity. Inspect any metal to membrane bond for voids or possible points of water infiltration. Piping secured to a base or metal flange (dunnage) should continue to have protection material under the blocking. Make sure that protection work pads are maintained in the work areas around the units.

Roof Repair Procedure. If leaks are discovered, and immediate attention is required, it is best to provide a temporary patch using Soprema SBS mastic, or other compatible patching material commonly used in your particular part of the country, until a permanent repair is made. Only an authorized roofer can make permanent service splices on Soprema warranted roofs.

For additional information contact:

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