

# **USE THIS CHECKLIST AS A GUIDE WHEN PREPARING FOR PRE-INSPECTIONS**

## **PRE-INSTALLATION INSPECTION GUIDELINES**

First “pre-installation” inspection: substructure, underlayment, trim/flashings installation, etc. During the inspection, a foreman or project manager from the roofing company is to accompany the Berridge Inspector at the jobsite. Access is to be provided by the roofing installer to all roof surfaces and or all buildings.

☐ Berridge Manufacturing Co. approved shop drawings are on the job site

☐ Use Berridge galvanized cap washers to prevent tear through

☐ Flashings lapped a minimum 4", valley 12"

### **SUBSTRUCTURE**

☐ Sheathing and/or purlins in plane

☐ Install underlayment at valleys first

☐ Laps caulked w/ Berridge approved caulk, reference Berridge Approved Underlayments and Sealants form at [www.berridge.com](http://www.berridge.com)

☐ Sheathing end joints meet at joist

☐ Install underlayment parallel to eave, starting at eave

☐ Sheathing meets (no gaps) at hips, ridges, valleys eave, etc.

☐ Additional layers of underlayment required at eave, valley, gable, etc. Refer to Berridge approved shop drawings

☐ Caulking used only at locations shown in Berridge approved shop drawings.

☐ Sheathing and/or purlins in same plane w/ fascia, rake, eave, etc.

☐ Underlayment is in good condition; tears, holes, dried out, wrinkling, etc. has been repaired or replaced

☐ Extra underlayment used at eave, valley, gable, etc.

☐ Ensure solid sheathing is used under all valleys

### **ROOF PENETRATIONS**

### **UNDERLAYMENT**

☐ Review Berridge-approved shop drawings for correct types of underlayments to be used

### **TRIM & FLASHING**

☐ Review Berridge approved shop drawings for correct trim and flashings to be used

☐ Ensure proper flashings and solid sheathing is used per Berridge approved shop drawings

☐ Sweep deck clean prior to installation of underlayment

☐ Strippable plastic film has been removed

☐ Use galvanized or coated fasteners (never common steel)

☐ End joints staggered where one flashing is installed over another

### **CLEAN-UP**

☐ Clean all debris, especially metal shavings or drillings from valleys, gutters and entire roof daily. Use touch-up paint on scratches. Replace any damaged panels or flashings

Pre-Installation inspections: your first inspection is required to be performed during the time the underlayment and flashings are installed and 5% - 10% of the panels installation has started. Post-Installation Inspection: unless your inspector requires an interim inspection, a post-installation inspection shall be performed upon completion of your project. During the field inspections, the decking and or purlin structure, underlayment, panel installation, flashings, caulking, valleys, penetrations and all areas of the roof will be inspected. This inspection will be for compliance to the Berridge approved shop drawings.

#### **Technical, Submittals, Procedures, Inspectors, & Training:**

**BMC Houston - WTW Department**  
Phone: (800) 231-8127  
Local: (713) 223-4971  
Fax: (713) 236-9422  
Email: [BMCWatertightDept@Berridge.com](mailto:BMCWatertightDept@Berridge.com)

#### **Pricing, Sales, or Credit Inquiries:**

**BMC San Antonio - Sales Department**  
Phone: (800) 669-0009  
Local: (210) 650-3050  
Fax: (210) 650-0379  
Email: [Sales@Berridge.com](mailto:Sales@Berridge.com)