

ROOF CONDITION INSPECTION (RCI) FORM	
Date of Inspection:	Name of inspector:
Describe Name or Location of this Roof (Building / Floor):	
Approximate square footage of this roof:	
Approximate age of this roof:	
Type of roofing if you know, or describe it:	

INSTRUCTIONS: If you answer YES, put the corresponding points in the YES box; if the answer is NO, put 0 in the NO box.

Leak History	YES	Max Points	NO
1. Are there roof leaks?	<input type="text"/>	5	<input type="text"/>
2. Does the roof leak every time it rains in 3 or less places? (If Yes, skip # 3)	<input type="text"/>	5	<input type="text"/>
3. Does the roof leak every time it rains in 4 or more places?	<input type="text"/>	10	<input type="text"/>
4. Have the past roof leaks caused significant interior damage?	<input type="text"/>	10	<input type="text"/>
5. Has the roof been leaking for over 1 year?	<input type="text"/>	7	<input type="text"/>
TOTAL POINTS ON LEAK HISTORY AND DAMAGE (Maximum of 32 points)	0	37	

Field Membrane	YES	Max Points	NO
Field Membrane is the flat surface of the roof.			
1. Is there a moderate amount of blisters, ridging, open laps, or splits? (If Yes, skip # 2)	<input type="text"/>	3	<input type="text"/>
2. Is there a excessive amount of blisters, ridging, open laps, or splits?	<input type="text"/>	5	<input type="text"/>
3. Is the roof surface deteriorated excessively and are the roofing felts exposed or open metal joints?	<input type="text"/>	7	<input type="text"/>
4. Is there excessive patching on the roof?	<input type="text"/>	8	<input type="text"/>
TOTAL POINTS ON FIELD MEMBRANE (Maximum of 20 points)	0	23	

Penetration Flashings	YES	Max Points	NO
Penetration is anything that penetrates the roofing material. I.e. (pitch pans, pipes, curbs, stands, pipes, electrical conduits, etc.			
1. Is there a small amount of penetration flashings that have openings at the base? (If yes, skip # 2)	<input type="text"/>	4	<input type="text"/>
2. Are there an excessive amount of penetrations that have openings at the base that may allow water to enter the building?	<input type="text"/>	6	<input type="text"/>
3. Are there a moderate amount of cracks or openings in the flashing that are 4 inches or higher off of the roof level? (If yes, skip # 4)	<input type="text"/>	2	<input type="text"/>
4. Are there an excessive amount of cracks or openings in the flashing that are 4 inches or higher off of the roof level?	<input type="text"/>	5	<input type="text"/>
TOTAL POINTS ON PENETRATION FLASHINGS (Maximum of 10 points)	0	17	

All Roofs

Perimeter Flashing (Walls or Roof Edges)		YES	Max Points	NO
This would be metal at gutters of flat roof edges, or edges without gutters, and the roof flashing that continues up the wall from the flat roof area on all roofs.				
1. Does the flashing look deteriorated but does not appear to be letting water enter the building?		<input type="checkbox"/>	2	<input type="checkbox"/>
2. Does the flashing look deteriorated and appears to be letting the water enter the building in a few places? (If Yes, skip # 3)		<input type="checkbox"/>	6	<input type="checkbox"/>
3. Does the flashing look deteriorated and appears to be letting the water enter the building in an excessive amount of places?		<input type="checkbox"/>	10	<input type="checkbox"/>
TOTAL POINTS ON PERIMETER FLASHING (WALLS OR ROOF EDGES) (Maximum of 12 points)		0	18	
Roof Related Sheet Metal		YES	Max Points	NO
This would be wall cap flashing and counter flashing at walls above the roof flashing.				
1. Is sheet metal loose and or missing?		<input type="checkbox"/>	4	<input type="checkbox"/>
2. Are the joints in the metal open to let water enter?		<input type="checkbox"/>	2	<input type="checkbox"/>
3. Are there openings in the edge at the point that water leaves the building?		<input type="checkbox"/>	4	<input type="checkbox"/>
TOTAL POINTS FOR ROOF RELATED SHEET METAL (Maximum of 10 points)		0	10	
Drainage		YES	Max Points	NO
Would water stand two days after a rain and if you can't observe it after a rain is there a build-up of calcium type material in a round form at low spots that would indicate standing water.				
1. Is there indication of minimal standing water? (If Yes, skip # 2)		<input type="checkbox"/>	2	<input type="checkbox"/>
2. Is there indication of excessive standing water a visual indication of the roof decking being low.		<input type="checkbox"/>	6	<input type="checkbox"/>
TOTAL POINTS FOR DRAINAGE (Maximum of 6 points)		0	8	
Miscellaneous and Other Conditions		YES	Max Points	NO
This would be any condition that you feel makes your roof need repair or replacement that was not covered with the above questions. Assign available points based upon severity of roof condition.				
1. Please briefly state condition and choose severity 1-10:		<input type="checkbox"/>	10	<input type="checkbox"/>
TOTAL POINTS FOR MISC. AND OTHER. (Maximum of 10 points)		0	10	
TOTAL ROOF CONDITION INDEX (Maximum of 100 points)		0		