

Best Practice Approval Sheet

Roofing



Initial Stage

- Materials are delivered and neatly organized at job site
- Perimeter is protected with tarps and/or plywood wherever vulnerable to damage (windows, doors, siding, plants, trees, etc.)
- Adjoining buildings are protected with tarps and/or plywood wherever vulnerable

Tearoff

- All shingles and felt is removed to deck (slats if final layer was wood)
- All damaged or rotten sheathing is replaced with 9/16 OSB
- Repair/replace any damaged or rotten rafters, soffit, or fascia

Redeck (where original layer was wood shingles)

- Cover slats with 9/16 OSB wherever sheathing doesn't exist
- Fastened 8d galvanized common every 6" on border and every 12" in field
- Use sheathing perpendicular to framing members
- Plywood clips are used for spans >20"

Shingling

- **Follow instructions on Timberline Application Instructions**
- 4-nail pattern along line on shingle
- Use appropriate edge flashing—usually T-shaped
- **Maintain straight rows (should line up with ridge cap without visible waves or falls)**
- **Maintain straight edges (jagged lines or waves should not be visible from the ground) that end 3/8" past drip edge along entire perimeter.**
- Flash edges, penetrations, chimneys and valleys according to Timberline Application Instructions
- Install a cricket on the back of all chimneys
- No tar should be visible from the ground

Final Stage

- All work has been completed
- Both ReTouch and Client Walkthroughs have been passed
- All related change orders have been resolved
- Extra product and materials have been removed from site

General Requirements

- Work was completed on time
- Daily check-in/out were made to Service Coordinator
- Workspace was rolled up and swept clean daily
- We have current certificate of insurance (with worker's comp and liability) on file