



AMB Preventive Maintenance Manual

Maintenance to Continue Warranty Coverage

Introduction

AMB would like to take this opportunity to thank you for your recent purchase of an AMB Weathertightness Warranty on your Building and / or Roof System. The purpose of this Manual is to assist your efforts in maintaining and protecting your building or building's roof. Just as with any building, your building and roof will occasionally need required warranty coverage maintenance attention to allow continued warranty coverage and weathertightness, to prevent potential problems, to prolong the life of the building/roof system, and to maintain the current value and aesthetic appeal of your investment.

Regular Required Maintenance

Surface and Structural Maintenance are both mandatory to preserve your roof, and both are required to be conducted annually. Ideally, annual surface and structural maintenance should be performed in northern climates in the spring and in southern climates in the fall.

Maintenance activities are required to be performed twice a year on buildings located in coastal areas and areas subject to industrial pollution or corrosive elements. Also, buildings used for activities that are potentially detrimental to the building, such as, indoor pools, animal confinement, or activities that generate corrosive chemicals are required to have maintenance performed twice a year.

Additional maintenance activities are required immediately following a severe weather event, such as, a hurricane, tornado, hailstorm; damaging wind, rain, or snow storm; and extreme summer heat or winter cold. Maintenance activities are also required immediately following a fire, vandalism, and after other trades or non-roofing trades have been on the roof for any reason.

Failure to conduct mandatory maintenance will void your weathertightness warranty.

Surface Maintenance

Surface Maintenance involves tasks that can be identified without a thorough inspection. These tasks include:

- Cleaning off dirt and debris
- Cleaning out gutters, drains and downspouts
- Cleaning valleys and dead areas
- Trimming any branches that are touching the surface
- Removing excessive ice buildup
- Clearing snow when half of the safe maximum snow depth is reached
- Removing salt deposits
- Checking for ponding water, rust, mildew, scratches, scuffs, chipping, flaking, and chalking or fading, cracks or tears

While the owner or property manager can conduct surface maintenance, it is highly recommended that the contractor who built the roof system or a company certified to conduct maintenance services be retained. Walking on any roof is dangerous, and the danger increases with the slope of the roof. When performing maintenance on your roof system, always use fall protection and personal safety equipment required by OSHA. Always comply with all safety guidelines whether customary, regulatory, or statutory. Failure to follow these regulations can result in serious injury or death.

When performing roof maintenance:

- Keep foot traffic to a minimum
- Step only in the panel flat directly on or in close proximity to a supporting roof structural
- Do not step in or on gutters or the gutter hanging system
- Do not step on or near skylights
- Do not walk on Light Transmitting Panels
- Avoid stepping on ridges, caps, seams, flashings
- Avoid stepping on lap joints in roof panels
- Avoid stepping on panel ribs between purlins
- Avoid walking near roof curbs or other roof penetrations

Before performing any surface maintenance, contact the Manufacturer of the Building Systems for assistance to ensure that you are using the proper techniques, procedures, products, chemicals, and materials.

Structural Maintenance

Structural maintenance is required to be conducted by either the contractor who constructed the building/roof or a certified roof inspector and/or qualified contractor. – contact the Manufacturer of the building systems if you need assistance finding a contractor. Also be certain the contractor contacts the Manufacturer should he need to acquire any materials or replacement parts.

Structural maintenance involves repairing as required:

- Loose, angled, crooked, or missing fasteners, rivets and screws
- Scratches, scuffs, chipping, flaking, chalking, fading (if excessive, contact Manufacturer)
- Loose or separating panel seams ensuring that all seams are tight and undamaged
- Loosened or damaged flashings, curbs, gutters, closures, penetrations, etc.
- Punctures
- Conditions causing water to pond or accumulate
- Any touching of dissimilar metals, materials, or roofing systems
- Any signs of deterioration or corrosion

Be certain that a detailed report of all work completed by the contractor is obtained.

Preventative Maintenance Documentation Log

All maintenance, both surface and structural, that is performed is required to be logged on the attached Maintenance Log. Be certain work is documented and copies of receipts and reports are attached. This is necessary to ensure continued warranty coverage.

Roof Leaks

Immediately, within 30 days, of discovering a leak, contact AMB Customer Service with written notice describing the leak and sending pictures of the leak to warrantydepartment@ambwarranty.com. If the situation is urgent, call (770) 664-5310. Failure to contact AMB within 30 days will void the Weathertight Warranty. Also do not allow any repairs that are not pre-approved by AMB. Failure to obtain pre-approval from AMB for any repair will void the Weathertight Warranty. Upon being notified of a leak, AMB will assess the situation and attend to the repair.

