

# Residential Roof Replacement: Step-by-Step Checklist



## 1 Pre Job Planning & Permits



Review signed contract, scope, color, and product selections.



Verify local code, HOA requirements, and pull permits.



Order materials and schedule deliveries.



Check weather window.



Notify customer and neighbors of start date.



Pre-job photos of all elevations & soft metals.

## 2 Safety Setup



PPE on all workers.



Fall protection installed.



Ladders set and secured.



Identify hazards.



First-aid kit & fire extinguisher onsite

## 3 Property Protection



Tarps & plywood in place.



Move vehicles & mark work zone



Attic protection (if needed).



Magnet sweep at setup.

## 4 Tear-Off / Removal



Remove accessories as needed



Strip ridge/hip caps, shingles, and underlayment.



Remove old flashings, pipe boots, vents, and valley metal.



Pull or drive down all exposed fasteners



Continuous cleanup during tear-off.

## 5 Decking Inspection & Repair



Inspect for rot, delamination, broken or gapped boards



Re-fasten loose sheathing.



Install decking patches as required

## 6 Dry In: Underlayment, Ice/Water, & Edge Metal



Install ice & water barrier at eaves/valleys/penetrations



Install drip edge.



Install synthetic or felt underlayment.



Valley treatment.



Starter strips at eaves and rakes

## 7 Flashing & Penetrations



Walls: step flashing with house-wrap integration.



Chimneys & masonry.



Pipes & vents.



Skylights.

## 8 Ventilation



Verify intake at soffits/gables.



Choose exhaust system.



Cut ridge slot (if using ridge vent)

## 9 Roof Covering Installation



Lay field shingles.



Valleys.



Hips & ridges.



Sealants & cold weather considerations.

## 10 Accessories & Edge Details



## 11 Cleanup



## 12 Final Inspection & QA



## 13 Documentation & Closeout

