

Overview

This Post-Inspection Form is a required step in the Evergy Urban Heat Island (UHI) Cool Roof Program. It is designed to verify that the cool roof installation has been completed in accordance with program standards and specifications. Accurate documentation ensures quality assurance, confirms eligibility for reimbursement, and supports long-term program success.

Installers must thoroughly assess and record the final condition of the roof, confirm that all work has been completed as approved, and provide supporting documentation. This form must be completed and submitted promptly after installation. The information will be reviewed by the program team to verify compliance and close out the project.

To be eligible for final approval and payment:

- Installation must match the approved scope of work.
- Roof must be clean, coated, and free of debris.
- All safety and access concerns must be resolved.
- Documentation must be complete and submitted on time

Important: Incomplete, missing, or inaccurate information may result in delays in project approval and could lead to partial or full non-payment. Please ensure all sections of this form are completed accurately and that all required documentation is submitted.

Purpose

The purpose of this form is to confirm that the cool roof system has been properly installed, that all required work has been completed, and that the site is left in a safe and clean condition. This step ensures the project meets all technical and programmatic requirements.

Instructions for Completion

- This form must be completed by the installer after all work is finished.
- All sections must be filled out accurately and completely.
- Attach required documentation, including after photos and any final notes.
- Submit the completed form to the program team within the required timeframe

Required Attachments

- Post-installation photos (entire roof, coating coverage, penetrations, access points)
- Any change orders or deviations from the original estimate.
- Everest Warranty Request Form
- Complete warranty package submitted to the manufacturer.

Warranty Specification & Coverage

- Indicate the installation specification
 - 5-10 Year specification
 - 15 Year specification
 - 20 Year specification
- Provide any company-specific labor warranty coverage details, including:
 - Warranty duration
 - Coverage scope
 - Exclusions or limitations
 - Contact for future warranty claims

Submission & Support

If you have questions while completing this form, please contact the Cool Roof Program team with contact information listed below:

Contact Us

Terry Kemper
Email: Terry.Kemper@icf.com
Phone: 816-730-7613

Brian Lunceford
Email: Brian.Lunceford@icf.com
Phone: 816-206-4448

I. Installation Completion

Date of Installation:

- ☐ Roof coating applied uniformly and to manufacturer specifications
- ☐ All penetrations and flashing properly sealed
- ☐ Roof surface clean and free of debris
- ☐ No visible defects or missed areas

II. Roofing System & Product Details

Cool Roof Manufacturer:

Product Name (Cool Roof Rating):

Product Model Number:

Solar Reflectance Index (SRI):

SRI 3-Year Aged Rating (≥ 64):

Roofing Contractor Company Name:

Roofing Contractor Name:

Contractor License Number:

III. Coating Application Details

Coating Type Used:

Number of Coats Applied:

Total Coating Thickness (mils):

Application Method: ☐ Spray ☐ Roll ☐ Brush ☐ Combination

Any additional notes/concerns:

IV. Testing & Compatibility

Adhesion Test Performed? ☐ Yes ☐ No

Date of Adhesion Test:

Number of Adhesion Tests Performed:

Note: Minimum of 4 adhesion tests required for the first 10,000 sq. ft., plus 1 additional test for every additional 10,000 sq. ft.

Is this the number of tests required based on roofing square footage? ☐ Yes ☐ No

Core Sample or Pull Test Conducted? ☐ Yes ☐ No

Primer Required for Roof Type? ☐ Yes ☐ No

V. Photo Documentation

☐ Full-roof overview photos taken

☐ Close-ups of penetrations, seams, and flashing

☐ Photos of access points and any repaired areas

☐ **Photos of product packaging, model numbers, and batch/lot numbers of all coatings used**

VI. Administrative & Warranty

Manufacturer Checklist Completed? ☐ Yes ☐ No

Pre-Approval Submitted for Warranty? ☐ Yes ☐ No

Everest Warranty Request Form Submitted? ☐ Yes ☐ No

Warranty Package Submitted to Manufacturer? ☐ Yes ☐ No

Installer Warranty Type ☐ Full System ☐ Labor (additional cost):

Warranty Duration: ☐ 10-Year ☐ 15-Year ☐ 20-Year ☐ Other:

VIII. Installer Certification & Acknowledgment

By signing below, I confirm that all information provided in this post-inspection form is accurate and complete to the best of my knowledge. I understand that providing false, incomplete, or misleading information may result in delays or denial of payment under the Evergy UHI Cool Roof Program.

Printed Name of Installer:

Title/Role:

Installer Signature:

Date:
