

FIELD-READY IPAD NOTEBOOK

CONTRACTOR FIELD COMMAND

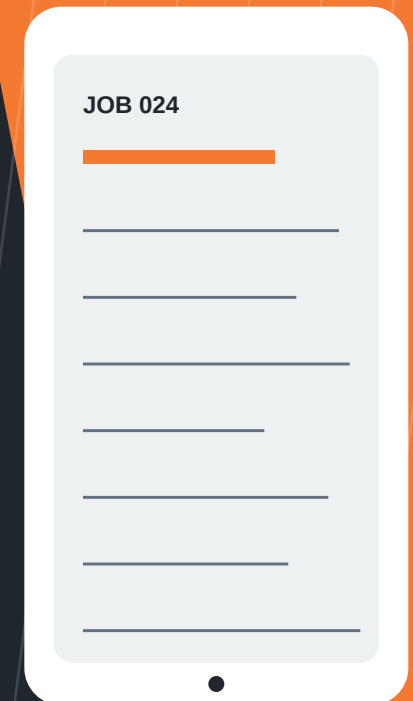
Site walkthrough, scope capture and quote handoff

CAPTURE THE JOB BEFORE THE DETAILS DISAPPEAR

- Large Apple Pencil writing zones
- High-contrast field layout
- Reusable forms and page duplication
- Hyperlinked navigation and PDF outline

GALLERY EDITION - FREE PUBLIC NOTE

Duplicate the clean master before every job. Keep completed client notes private.
Independent product. Not affiliated with or endorsed by Notability or Apple.



HOME

QUALIFY

SITE

SCOPE

TAKEOFF

COSTS

QUOTE

CLOSE

A five-minute setup

Use the complete notebook as a note; use the separate daily log as a one-page template.

1

IMPORT

On iPad: Library > press and hold +New > Import > Files. Select this PDF.

2

KEEP A MASTER

Rename it CLEAN MASTER. Duplicate the complete note before each opportunity or job.

3

WRITE + ADD MEDIA

Use Apple Pencil, text, photos and document scans. Label every photo with a page reference.

4

CLOSE THE LOOP

Review the handoff page, export a completed PDF for your records, and keep the source note private.

Privacy before polish

The Gallery is public. Never publish a filled job notebook, client photo, address or contact detail.

- ☐ No real client names, contacts or addresses
- ☐ No faces, access codes, keys or security details
- ☐ No copyrighted plans, logos or third-party photos
- ☐ No signatures, prices or private project documents
- ☐ Use a duplicate note for every live job
- ☐ Export and store records according to your own policy

NOTABILITY NOTEBOOK TIP

A multi-page PDF should be imported as a complete note. Turning it into a custom template uses only the first page. For a repeating form, use the separate one-page Daily Field Log PDF.

Job Summary + Bid / No-Bid

HOME

QUALIFY

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SCOPE

TAKEOFF

COSTS

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CLOSE

JOB / OPPORTUNITY

CLIENT / SITE

QUOTE DUE

DESIRED OUTCOME

DECISION-MAKER / PROCESS

Bid / no-bid snapshot

Use the notes beside the score - not the score alone.

- ☐ Good fit
- ☐ Site access
- ☐ Capacity
- ☐ Measurable scope
- ☐ Workable timeline
- ☐ Terms understood

DECISION + REASONGo / Hold / No-go

UNKNOWNNS / RED FLAGS

NEXT ACTIONSOwner + due

HOME

QUALIFY

SITE

SCOPE

TAKEOFF

COSTS

QUOTE

CLOSE

CLIENT ORGANIZATION

PRIMARY CONTACT

ROLE / AUTHORITY

SITE ADDRESS

WALKTHROUGH DATE / TIME

Access + operating constraints

Record what changes labour, mobilization or execution.

☐ Loading / parking

☐ Security / sign-in

☐ Keys / cards / escorts

☐ Permitted work hours

☐ Noise / occupant limits

☐ Storage / staging

☐ Power / water / utilities

☐ Waste / disposal route

WALKTHROUGH ATTENDEES

SITE CONDITIONS / CONSTRAINTS

DOCUMENTS REQUESTED / RECEIVED

Walkthrough + Scope

HOME

QUALIFY

SITE

SCOPE

TAKEOFF

COSTS

QUOTE

CLOSE

JOB / SITE

WALKTHROUGH ATTENDEES

DATE

INCLUDED SCOPE / DESIRED RESULT

EXCLUSIONS / CLIENT RESPONSIBILITY

ACCESS / HOURS / SITE CONSTRAINTS

MEASUREMENTS / QUANTITIES

UNKNOWNNS / QUESTIONS

AREA	TASK / STANDARD	QTY	FREQUENCY	PHOTO REF

Contractor Daily Field Log

DAILY RECORD

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DUPLICATE BEFORE USE

HOME

QUALIFY

SITE

SCOPE

TAKEOFF

COSTS

QUOTE

CLOSE

JOB

CLIENT / SITE

DATE

WEATHER / CONDITIONS

CREW + LABOUR HOURS

WORK COMPLETED

MATERIALS / EQUIPMENT / DELIVERIES

DELAY / BLOCKER / SITE CONDITION

CHANGE / EXTRA-WORK DISCUSSION

PHOTO REFS / CONVERSATIONS

NEXT ACTIONS

SITE CONTACT

Area Detail + Takeoff

REPEATABLE MASTER

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Duplicate before use

HOME

QUALIFY

SITE

SCOPE

TAKEOFF

COSTS

QUOTE

CLOSE

AREA / ZONE

TYPE / USE

PHOTO REFS

DIMENSIONS / QUANTITIES

SURFACES / CONDITION

ACCESS / PRODUCTION NOTES

ITEM / TASK	SPEC / OBSERVATION	QTY	UNIT	COST DRIVER	SOURCE

SKETCH / MARKUP

Photo Evidence + Quote Handoff

DUPLICATE BEFORE USE

HOME

QUALIFY

SITE

SCOPE

TAKEOFF

COSTS

QUOTE

CLOSE

PHOTO 1

REF / AREA

OBSERVATION / IMPACT

PHOTO 2

REF / AREA

OBSERVATION / IMPACT

PHOTO 3

REF / AREA

OBSERVATION / IMPACT

ID	ISSUE / QUESTION	SCOPE / COST IMPACT	OWNER	DUE	STATUS / ANSWER

EVIDENCE SUMMARY / QUOTE TREATMENT

☐ Scope and quantities reviewed

☐ Photos labelled

☐ Unknowns treated

☐ Due date + next step confirmed