

FIELD-READY IPAD NOTEBOOK

Roofing Storm-Damage Evidence Notebook

Turn scattered roof photos into a slope-by-slope evidence and handoff record.

Unindexed photos and mixed statements make inspections, estimates, and follow-up difficult to reconstruct.

01 INTAKE

CAPTURE ONCE. HAND OFF CLEANLY.

02 MAP

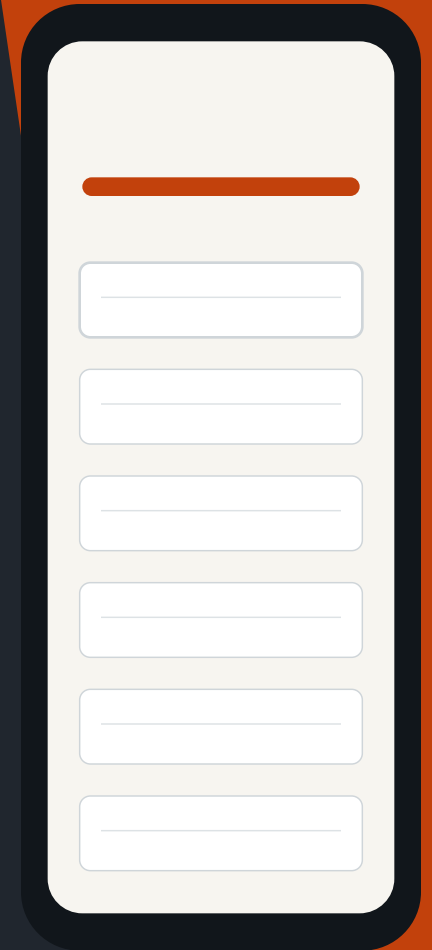
CAPTURE ONCE. HAND OFF CLEANLY.

03 OBSERVE

CAPTURE ONCE. HAND OFF CLEANLY.

GALLERY EDITION - FREE PUBLIC NOTE

Duplicate the clean master before every job. Keep completed records private.



Property, Event, and Inspection Limits

INTAKE

MAP

OBSERVE

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COMPARE

HANDOFF

Property, Event, and Inspection Limits

Mark only what was actually observed; use notes for limits and exceptions

☐ Reported event source recorded

☐ Sections and slopes identified

☐ Penetrations reviewed

☐ Photo IDs indexed

☐ Inspection limits stated

☐ Access method recorded

☐ Drainage components reviewed

☐ Temporary work documented

☐ Roof orientation mapped

☐ Covering type observed

☐ Interior access stated

☐ Open questions assigned

OBSERVED EXCEPTION / LIMITATION

REQUIRED ACTION / OWNER / DUE

ID	FINDING	EVIDENCE	OWNER	DUE	STATUS

Roof Orientation and Section Map

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COMPARE

HANDOFF

AREA / ASSET / DRAWING REFERENCE

PHOTO / SOURCE REFERENCES

SKETCH / MAP / SEQUENCE

Roof Area Evidence

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COMPARE

HANDOFF

PHOTO / EVIDENCE 1

REF / LOCATION

OBSERVATION

PHOTO / EVIDENCE 2

REF / LOCATION

OBSERVATION

PHOTO / EVIDENCE 3

REF / LOCATION

OBSERVATION

ID	FINDING / CHANGE	IMPACT	OWNER	DUE	STATUS

EVIDENCE SUMMARY / HANDOFF TREATMENT

Flashing, Drainage, and Exterior Conditions

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REF / LOCATION

OBSERVATION

PHOTO / EVIDENCE 2

REF / LOCATION

OBSERVATION

PHOTO / EVIDENCE 3

REF / LOCATION

OBSERVATION

ID	FINDING / CHANGE	IMPACT	OWNER	DUE	STATUS

EVIDENCE SUMMARY / HANDOFF TREATMENT

Interior and Collateral Evidence

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OBSERVATION

PHOTO / EVIDENCE 2

REF / LOCATION

OBSERVATION

PHOTO / EVIDENCE 3

REF / LOCATION

OBSERVATION

ID	FINDING / CHANGE	IMPACT	OWNER	DUE	STATUS

EVIDENCE SUMMARY / HANDOFF TREATMENT

Master Photo Index

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PHOTO / EVIDENCE 1

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OBSERVATION

PHOTO / EVIDENCE 2

REF / LOCATION

OBSERVATION

PHOTO / EVIDENCE 3

REF / LOCATION

OBSERVATION

ID	FINDING / CHANGE	IMPACT	OWNER	DUE	STATUS

EVIDENCE SUMMARY / HANDOFF TREATMENT

Follow-Up and Owner Handoff

INTAKE

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COMPARE

HANDOFF

Handoff gate
Close the record only when every exception has an owner and next step

- ☐ Roof map matches photo IDs
- ☐ Inspection limits are visible
- ☐ Owner instructions recorded
- ☐ Delivered documents listed
- ☐ Observed facts are source clear
- ☐ Temporary work is itemized
- ☐ Open questions have owners
- ☐ Archive sequence confirmed

CLIENT-READY OUTCOME SUMMARY

OPEN WORK / LIMITATION / QUOTE ITEM

PRIORITY	NEXT ACTION	EVIDENCE / SOURCE	OWNER	DUE	STATUS