



****Photos of the loss should be taken in the same order, every time. This will help create consistency and prevent you from getting side tracked****

First photo should always be an overview of the risk.

Second photo should always be the address verification.

After the address verification, we want to take photos from top, down:

Roof Inspection:

- Eave Measurement
- Gutter Measurement- photo showing install of gutters. Are spikes or hangers installed through drip edge?
- Layer photo – identify if drip edge and/or ice and water shield are present.
- Pitch gauge and shingle gauge.
- Roof Overviews standing on each side of peak.
- Slope overviews – with damages marked. Front slope, Right slope, Rear slope, Left slope.
- Overview of test squares if hail. (10x10 square drawn out with chalk) – EACH SLOPE
- 2-3 Close ups per-slope of peril related damage.
- Roof components with count next to them – ex: pipe jacks x 3, Box vents x5 etc.

Exterior Elevations:

Front elevation overview – followed by close -ups of any peril related damage.

Right elevation overview – followed by close-ups of any peril related damage.

Rear elevation overview – followed by close-ups of any peril related damage.

Left elevation overview– followed by close ups of any peril related damage.

Interior Inspection:

From the doorway of each affected room

- Overview of Ceiling.
- Overview of walls.
- Overview of Floor.

Go to opposite side of room, pointing back toward doorway and take the same ceiling, wall and floor overviews.

- Close-up damage to ceiling.
- Close-up damage to walls.
- Close-up damage to floor.

Important:

- Make sure to make note or comment if ceiling, walls, or floor are continuous into other areas.
- If there is damage to a wall that adjoins another room, you should take photos and measurements of adjoining room as well.
- Make sure to comment on the causation of the damage. IE – Damage to ceiling resulting from wind damaged shingles in the area directly above the room. Or – Water damage to ceiling resulting from plumbing leak in the bathroom above. Leaking plumbing is the result of age-related wear and tear, or installation deficiencies, etc.

Other Structure(s) Inspection:

Photos should be taken in the same order of the dwelling. Top down, Roof, Front, Right, Rear, Left, etc.

Perimeter Fence Inspection:

Overview of each run, followed by close ups of damage. A photo of a tape measure measuring the height of the fence is always helpful to identify the correct size / type of fence.



Claim# _____ **Insured:** _____

Type:	
Age:	
Layers:	
Condition:	
Overhang:	
Pitch:	
IWS:	
Drip:	
Felt:	
Valley Metal:	
Exposure:	

Roof vents:	
Exhaust vents:	
Pipe jacks:	
Step flashings:	
Chim flashings:	
Chimney cap:	
Satellite Dish:	
Skylights:	
Other Items:	
Other Items:	
Build Codes:	

	Front	Right	Rear	Left
Hail/SQ				
Wind				

Front Elevation:

Gutters: Drop down 5” or 6”

Fascia – Drop down 6” or 8” or Custom Bent or “other”

Soffit – Drop down – vinyl, metal, wood, “other”

Siding – Drop down – Vinyl, aluminum, wood, fiber cement, “other”

Housewrap – Drop down – Yes / No

Components – drop down – window wraps, exterior light fixture, meter mast / base, 60 amp disconnect, “other”

Right Elevation:

Gutters: Drop down 5” or 6”

Fascia – Drop down 6” or 8” or Custom Bent or “other”

Soffit – Drop down – vinyl, metal, wood, “other”

Siding – Drop down – Vinyl, aluminum, wood, fiber cement, “other”

Housewrap – Drop down – Yes / No

Components – drop down – window wraps, exterior light fixture, meter mast / base, 60 amp disconnect, “other”

Rear Elevation:

Gutters: Drop down 5” or 6”

Fascia – Drop down 6” or 8” or Custom Bent or “other”

Soffit – Drop down – vinyl, metal, wood, “other”

Siding – Drop down – Vinyl, aluminum, wood, fiber cement, “other”

Housewrap – Drop down – Yes / No

Components – drop down – window wraps, exterior light fixture, meter mast / base, 60 amp disconnect, “other”

Left Elevation:

Gutters: Drop down 5” or 6”

Fascia – Drop down 6” or 8” or Custom Bent or “other”

Soffit – Drop down – vinyl, metal, wood, “other”

Siding – Drop down – Vinyl, aluminum, wood, fiber cement, “other”

Housewrap – Drop down – Yes / No

Components – drop down – window wraps, exterior light fixture, meter mast / base, 60 amp disconnect, “other”

Interior:

Ceiling – drop down – drywall or plaster

Texture – drop down – heavy hand, popcorn, machine texture, “other”

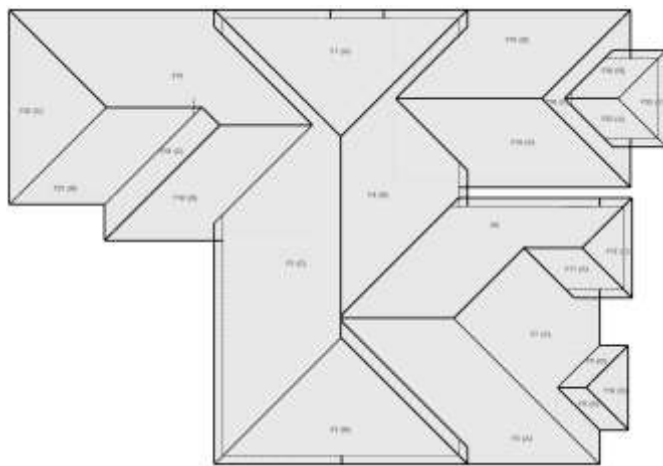
Ceiling components – drop down – ceiling fan, light, vent cover

Walls – Drop down – Drywall, Plaster, Paneling, “other”

Wall components – drop down – paint, wallpaper, tile, “other”

Floor – drop down – Hardwood, engineered hardwood, Laminate, vinyl plank, carpet, tile, “Other”

Any other factors that need to be taken into consideration in order to facilitate repairs or replacement list here:



Scope Notes: Inspection Recap
