



# ROOFING PROJECT DOCUMENTATION



## Taking Photos on Every Roofing Job

### Why This Matters

At Trust Roofing, we take lots of photos on every job. Here's why:

- **Show the Homeowner:** Pictures prove what was already damaged and what we fixed.
- **Scoop Proof:** Wood replacement and extra work costs money. Photos show why.
- **Quality Check:** Our office team, city inspectors, and manufacturers can all see if the work was done right.
- **Protect Everyone:** If there's ever a question, the photos prove what really happened.

### The Rule

- Every job must be fully documented with photos. Over 100 on any full roof replacement
- All photos go into our shared photo drive. The homeowner gets a live link to watch.
- If it's not in a photo, it's like it didn't happen.





# WHAT TO TAKE PHOTOS OF

## 1

## Before Work Starts

Wide Shots of Whole property: front, back, both sides.

**Any damage that's already there** (gutters, siding, driveways, windows, landscaping).



Document Driveway cracks



Photos of Any Pre-Existing Damages

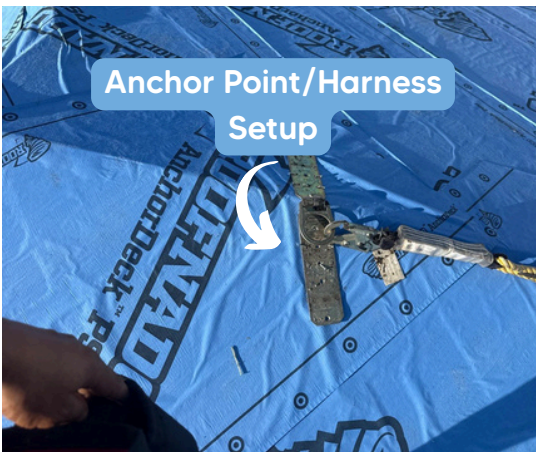


Wide Photos of Existing Home



Soffit/Gutter/Fascia Damage

Property protection actions. Safety Setup.



Anchor Point/Harness Setup



Photos of Property Protection, Safety Setup

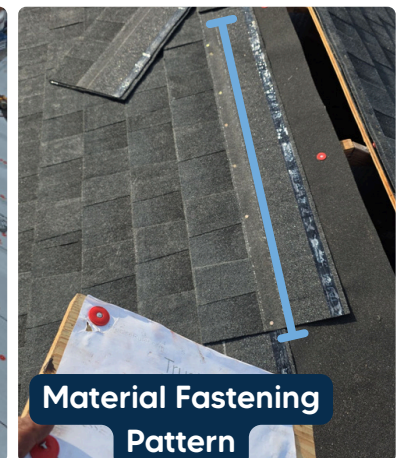
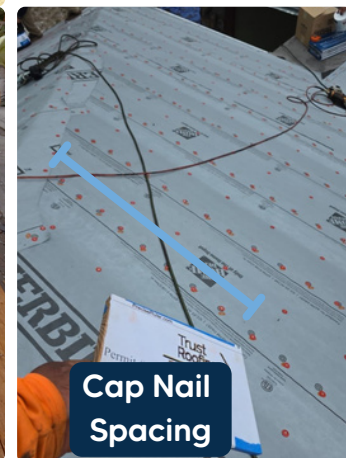
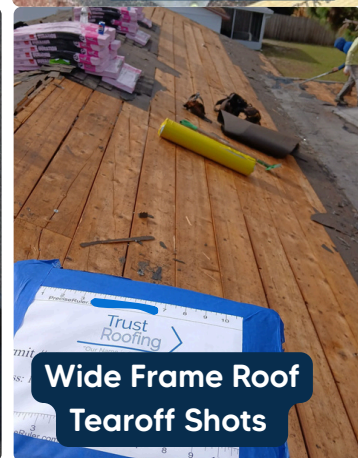
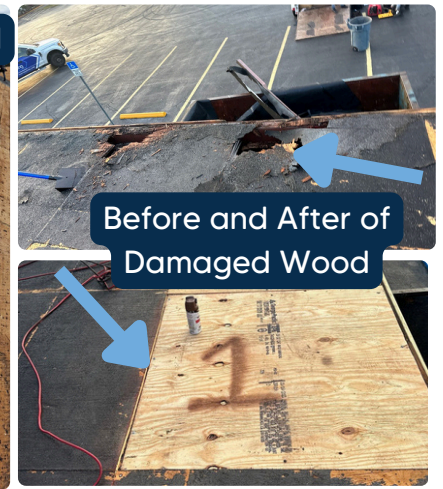
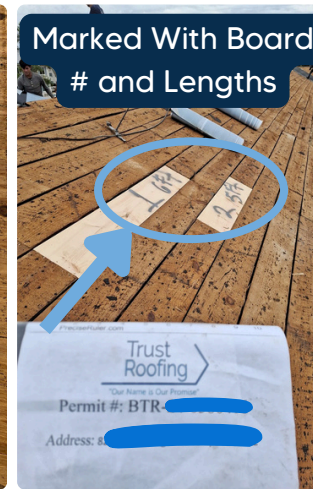
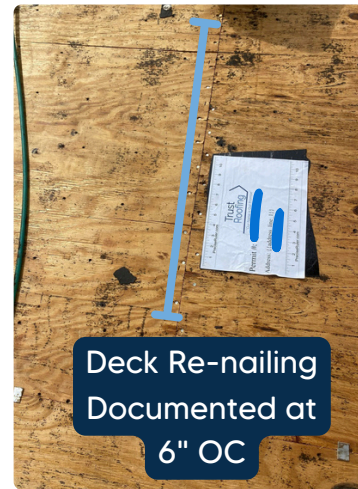
# 2

## During The Job (w/permit card)

During Job we take photos of all code items: flashing, drip edge, underlayment, ventilation, fasteners, etc. A checklist is provided for each type or roof material.

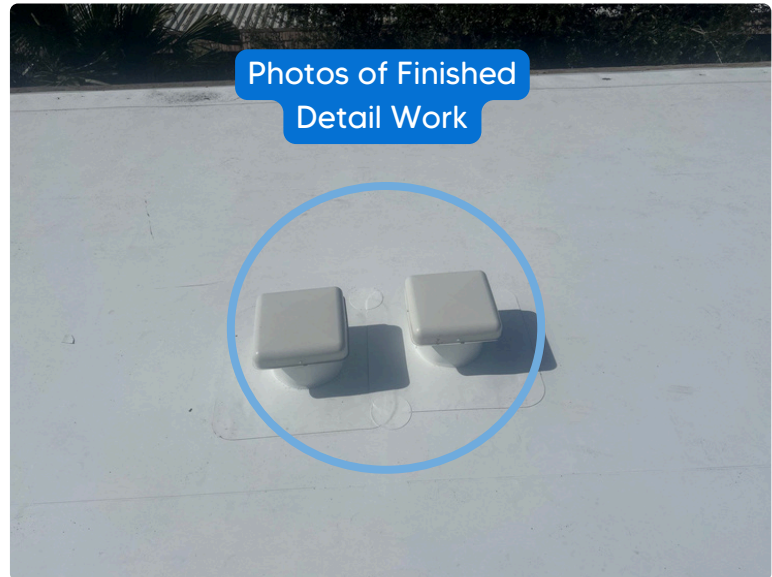
Wood replacement: take a picture before and after, mark the wood with spray paint for proof.

Show each step: tear-off, underlayment, install, finished sections.



### 3. After the Work is Done

- Whole roof finished (front, back, sides).
- Wide frame, and overview from front of house for marketing.
- Close-up of finished details: flashing, ridge caps, vents, and any special parts.
- Clean yard and driveway to show we left it better than we found it.



# How Many Photos?

- Enough to communicate all points above and complete checklists.
- Normal house job: At least 100 photos.
- Big, tricky jobs (metal, tile, commercial): At least 300 photos.
- Not Including Sales Photos

## Who's Responsible?

Crew Foreman:

- Make sure photos are taken throughout day.
- Upload them into CompanyCam.

Project Manager:

- Double-check photos are complete and clear.
- Share the live link with the homeowner.

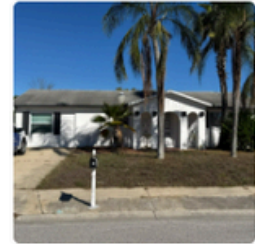
## The Standard

- If photos are missing, the job is not finished.
- Foremen and PMs must always take and upload the right photos per checklist.
- Repeat misses = retraining.

## The Result

When we take lots of clear photos:

- Homeowners trust us.
- Inspectors and manufacturers respect us.
- The company stays protected.



Photos (232)

100 or more photos for any residential re-roof. Its not just how many, its the right photos being taken



Photos (1482)

Metal/Tile/  
Commercial should have over 300 due to the amount of details.



Roofing Project Documentation

Scan Code for Video



PM Ensures Client Has Link Throughout



Photos go to CompanyCam so clients can follow along in real time