

SAMPLE DOCUMENT — Property owner and street address removed

Damage Report & Repair Estimate

Metal roof damage assessment · Sample file format

This is the document agents use when a roof is **not** in good standing. Findings are numbered, photographed, and priced as line items so a listing or pending sale can move on facts instead of a vague “roof issue.”

Sample findings 8 conditions 5 high · 2 moderate · 1 low	Photo documentation 13 site photographs each condition labeled	Sample estimate Itemized materials + labor Example total \$6,390
---	---	---

Sample findings table

D1	Fastener back-out throughout the roof field — washers no longer sealed	HIGH
D2	Loose screws on the roof surface, open holes through panel and deck	HIGH
D3	Damaged flashing at roof-to-wall termination	HIGH
D4	Damaged metal panels — deformation and lap separation	HIGH
D5	Lifted ridge cap — wind-uplift starting point	HIGH
D6	Damaged gooseneck vents and base flashings	MODERATE
D7	Deteriorated neoprene pipe jacks at plumbing penetrations	MODERATE
D8	No ridge ventilation on a closed metal ridge	LOW

Why this helps a transaction

Exact problems replace “the inspector flagged the roof.” Line-item pricing lets the seller repair or the buyer credit the file. The live report also includes the photograph pages and the itemized estimate. Those pages are omitted here so no customer property is published online.