

Sample Service Report

ILLUSTRATIVE EXAMPLE ONLY - NOT AN ACTUAL SERVICE RECORD

Fictional entries show the type of information a visit record can contain.

VISIT DETAILS

Property / location	Example Commercial Property - sample location
Visit reference	SAMPLE-001 Illustrative winter visit
Arrival / departure	04:15 AM / 05:05 AM Eastern - example times
Crew / equipment	Crew A Plow truck and sidewalk crew - example

AREAS SERVICED & WORK RECORDED

Parking lot and access lane: plowing completed in designated areas.

Main entrance and pedestrian route: cleared by sidewalk crew.

Snow storage: placed in the example site plan's designated area.

MATERIALS & SITE NOTES

Material / quantity	De-icing material: 200 lb - illustrative quantity only
Application area	Parking lot and entrance route - example
Access / follow-up	Parked vehicle restricted two spaces; contact notified.

Actual material, quantity, conditions and follow-up should reflect the visit.

PHOTO DOCUMENTATION

BEFORE PHOTO

Photo placeholder - no actual job shown
Record date, time and location with photo

AFTER PHOTO

Photo placeholder - no actual job shown
Record date, time and location with photo

Sample format only. Actual records and service scope depend on your agreement.

JC Snow Removal | Commercial properties only

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