Business name _____
Address _____
Phone _____
Email _____
VAT no. _____

JOB SHEET

Roofer

Job no. _____
Date _____

CUSTOMER

ADDRESS OF THE WORK

WORK ASKED FOR

WORK DONE

Arrived _____ Left _____ Hours _____

CHECKS

	Done	N/A
Scaffold handover certificate seen	☐	☐
Roof photographed before work starts	☐	☐
Weather checked; roof made watertight at the end of each day	☐	☐
Timbers checked; any rot reported to the customer and priced	☐	☐
Membrane, battens and tiles laid to the manufacturer's instructions	☐	☐
Flashings, valleys and ridges finished and sealed	☐	☐
Gutters and downpipes cleared of debris	☐	☐
Finished roof photographed	☐	☐
Garden and drive cleared of nails and waste	☐	☐

MATERIALS USED

Item	Qty

NOTES, PHOTOS TAKEN, ANYTHING TO COME BACK FOR

SIGN-OFF

Customer signature _____ Date _____
Roofer signature _____ Date _____

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