ZOMI ENTERPRISES LLC.

SAMPLE REPORT

CONSTRUCTION DOCUMENTATION

Proof of Work & Progress Documentation

Visual evidence organized for practical stakeholder review

Representative sample | Residential roof and exterior progress

Prepared as a representative client deliverable

Sample Project Record

This sample demonstrates how Zomi Enterprises can organize dated visual evidence, scope notes, status observations, exceptions, and closeout information for contractors, roofers, lenders, insurers, property owners, and homeowners.

Project ID ZOMI-SAMPLE-2026-001	**Report Type** Proof of Work / Progress	**Issue Date** July 26, 2026
Project Residential Roof & Exterior Progress	**Location** Jacksonville, Florida (Sample)	**Status** Representative Sample

Important: This is an illustrative sample using representative imagery. It is not an inspection, engineering opinion, code-compliance determination, insurance coverage decision, appraisal, or certification of concealed work.

REPORT OVERVIEW

Executive Summary

A concise record of what was requested, what was visually documented, and how the resulting evidence may support project administration and closeout.

REQUESTING PARTY	SAMPLE SCOPE	DOCUMENTATION STATUS
Sample property owner / project stakeholder	Roofing, exterior envelope, visible openings, and site progress	Two representative aerial evidence images included

Intended Stakeholder Uses

Contractor / Roofer	Document completed work, visible installation progress, site conditions, and follow-up items.
Lender / Draw Reviewer	Support milestone review with dated, labeled visual evidence; payment and draw approval remain the lender's decision.
Insurer / Claims Professional	Preserve a visual condition record that may support a file; coverage, causation, and settlement decisions remain with authorized professionals.
Owner / Homeowner	Maintain a practical before, during, and closeout record of visible work and unresolved items.

Visible Milestone Status - Sample

AREA / MILESTONE	SAMPLE STATUS	VISUAL DOCUMENTATION NOTE
Primary roof covering	Documented	Visible shingle installation shown across primary roof planes.
Low roof / porch roof	Documented	Roof covering visible; penetrations and edges should be reviewed against project requirements.
Exterior wall finish	In progress	Wall finish visible on multiple elevations; several openings remain incomplete.
Windows / openings	Follow-up	Some openings appear unglazed or incomplete in the representative imagery.
Site housekeeping	Observed	Active construction conditions visible around the structure.

Sample conclusion: The imagery provides a useful visual progress record. Final completion, workmanship, code compliance, material conformance, and concealed conditions require verification by the responsible licensed contractor, inspector, engineer, authority, or other qualified professional.

RECORD CONTROLS

Site Visit & Evidence Index

Consistent identifiers, source filenames, capture notes, and file fingerprints help recipients understand what evidence belongs to the project record.

FIELD	SAMPLE ENTRY	WHY IT MATTERS
Project / report ID	ZOMI-SAMPLE-2026-001	Connects the report, images, and supporting files.
Visit date / time	Example entry: January 20, 2026 / 10:15 AM ET	Establishes the reporting point in the project timeline.
Weather / access	Overcast; aerial access represented	Adds context for visibility and site conditions.
Requested scope	Visible roof, exterior, openings, and overall progress	Defines what the record is intended to show.
Method	Representative aerial imagery and visual review	Clarifies how evidence was collected and reviewed.

Evidence Index

ID	SOURCE FILE	VANTAGE / SUBJECT	SHA-256 REFERENCE
ZOMI-001	DJI_0131-scaled.jpg	Elevated overview - roof, exterior, and site	BCCE99DA743BF860
ZOMI-002	DJI_0148-scaled.jpg	Elevated close view - roof planes and openings	A5C58D306AA57682

Documentation Protocol

- **Capture:** Images are assigned to the project and reporting event.
- **Identify:** Each selected image receives a stable evidence ID and descriptive caption.
- **Organize:** Evidence is grouped by date, location, milestone, or issue as required by the scope.
- **Preserve:** Original source files remain available according to the agreed retention terms.
- **Deliver:** Approved images and reports may be placed in a branded HDPhotoHub client delivery site for review and download.

Evidence integrity note: The abbreviated SHA-256 references above are included to demonstrate a stronger document-control workflow. A production engagement may retain full hashes, source files, metadata, upload records, and revision history when required by the client scope.

PHOTO EVIDENCE 01

Overall Roof & Exterior Progress

EVIDENCE ID	VIEW	SAMPLE STATUS	SOURCE
ZOMI-001	Elevated overview	Progress documented	DJI_0131-scaled.jpg

VISUAL OBSERVATION	PROOF-OF-WORK VALUE
Roof covering is visible across multiple roof planes. Exterior wall finish is present on multiple elevations. Several openings and surrounding site areas remain in active construction condition.	Establishes a visual progress point for roof covering, exterior finish, openings, and overall site status. Useful for project updates, owner communication, and draw-package support.

Follow-up consideration: Compare this reporting point with the approved scope, schedule, prior images, contractor records, invoices, permits, and any required inspection documentation.

PHOTO EVIDENCE 02

Roof Planes, Edges & Openings

EVIDENCE ID	VIEW	SAMPLE STATUS	SOURCE
ZOMI-002	Elevated close view	Conditions documented	DJI_0148-scaled.jpg

VISUAL OBSERVATION	PROOF-OF-WORK VALUE
Multiple shingle roof planes, eaves, edges, wall finish, and window openings are visible at close range. Some openings appear incomplete in the representative image.	Provides closer visual evidence of installed roof covering and exterior progress while identifying areas that may require later completion documentation or qualified review.

Follow-up consideration: Final closeout should include later imagery of completed openings and requested details, together with contractor warranties, product records, permits, inspections, invoices, and other project documents required by the recipient.

COMPLETION PACKAGE

Closeout Record & Recipient Checklist

A proof-of-work report is strongest when the visual record is delivered with the supporting project documents required by the recipient.

DOCUMENT / EVIDENCE	CONTRACTOR / ROOFER	LENDER / INSURER	OWNER / HOMEOWNER
Dated progress photo set	Recommended	Commonly requested	Recommended
Scope of work / contract	Required by project	Commonly requested	Retain
Invoices / payment records	Provide as applicable	Commonly requested	Retain
Permits / inspection approvals	Provide when applicable	May be requested	Retain
Product data / warranties	Provide at closeout	May be requested	Retain
Lien releases / affidavits	As contract requires	Often required for draws	Retain if provided
Final completion images	Recommended	Commonly requested	Recommended

Exceptions / Items Requiring Follow-up

- Final completion is not established by this representative sample.
- Concealed conditions, fastening, flashing details, underlayment, sealants, and other components may not be visible.
- Openings and active construction areas shown in the imagery should be documented again when completed if required by the client scope.
- Recipient-specific proof requirements must be confirmed before the documentation visit whenever possible.

Documentation Statement

Zomi Enterprises LLC documents visible conditions and organizes the resulting project record.

Unless separately stated in writing and performed by an appropriately qualified professional, this report does not certify workmanship, completion, code compliance, structural performance, causation, insurability, coverage, value, payment entitlement, or the condition of concealed components. Recipients should apply their own contractual, underwriting, lending, claims, inspection, and professional review requirements.

Prepared by
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Recipient acknowledgment

Name: _____

Signature / date: _____