



## Offline Field Report Checklist

### Sewer and Water Service Replacement

(Outside of the structure)

Required Images and Document(s) – Please upload the specified document(s) to the Accela record and photograph the following images using the VuSpex App:

- Front elevation of the home.
- Zoomed out view of all piping installed.
- Zoomed in view of the piping material, sizes, and fittings installed.
- Main shut-off valve (water service).
- Connection at meter box (water service).
- Image of low flow indicator at start of leak test (water service).
- Image of low flow indicator at end of leak test (water service).
- Image of head test at start of sewer test.
- Image of head test at end of sewer test.
- Identified piping between meter and structure.
- Multiple images of an adequately sized level along the length of the trenched pipe, to confirm slope (sewer).

\*\*Once the photos listed have been submitted via the VuSpex app, the desired inspection is automatically scheduled for the following business day.