# ORTT Scope & Photos

The following are required when doing a Scope & Photos Inspection. You can either check the space or fill in the required answer. If assistance is needed Please contact the ORTT Dept.

- ___. ORTT Form required on Inspection.
- ___. Date of your Inspection. _____
- ___. Photos Date Stamp. (Unless client rules states otherwise).
- ___. Owner Present. ___Yes. ____No.
- ___. Estimate or a shop of choice. Speak with owner to obtain this information.
- ___. 4 Corner Photos. (Confirm clear and good quality photos prior to departing inspection site).
- ___. License Plate Photo. ___ (License plate removed).
- ___. VIN # photo / take photo of registration / talk with owner-driver. (State why no VIN#).
- ___. Mileage. (Reason why no mileage). _____
- ___. Photos of Damages. As many as needed. (The # of photos is not determined by the Client guide-lines when you are doing N.P.).
- ___. F.O.L. (Facts of Loss) Notes. Talk to owner or driver to obtain.
- FOL Notes:
- Detail Inspection notes: Ensure your notes matches the Photos & Photos reflect the notes.