

BUILDINGWRENCH

WATER INTRUSION RESPONSE LOG

Document leaks, affected areas, immediate controls and restoration follow-up.

EVENT			
Date / time found	Building / location	Source known?	Reported by
_____	_____	☐ Y ☐ N	_____
Active water stopped?	Electrical hazard assessed?	Area protected?	Restoration contacted?
☐ Y ☐ N ☐ N/A	☐ Y ☐ N	☐ Y ☐ N	☐ Y ☐ N ☐ N/A

AFFECTED MATERIALS / CONDITIONS				
Area / material	Observed condition	Photo #	Action / removal / drying	Owner

DRYING / CLOSEOUT				
Date / time	Location / material	Reading / observation	Equipment / action	Recorded by

Water events can involve electrical, structural, microbial and contamination hazards. Use qualified specialists when conditions exceed staff training or authorization.

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