What a Storm Record Needs for a Slip-and-Fall Claim

Timing

- [ ] When snow started and stopped, hour by hour, from a reliable and verifiable weather source
- [ ] The weather station or source named, so the same observations can be pulled again
- [ ] When the contract trigger was reached, and when the first crew arrived

Every visit

- [ ] Arrival and departure, to the minute, for every round
- [ ] Who was there and what equipment
- [ ] Services: plow, shovel, salt, sand or liquid, with the material and the amount
- [ ] Areas serviced and areas not serviced, with the reason
- [ ] Conditions as observed, without guesses about what happened later
- [ ] Time-stamped photos with their location

Keeping it

- [ ] Times corrected afterwards are marked as corrected, with the original kept
- [ ] Records kept for at least as long as a claim can be filed in your state
- [ ] A copy the property manager has seen

These forms are not legal advice. Check your contract and your state's rules.