DRAFT · For customer factual review

SERVICE REPORT

Common-area visit - Room 204 follow-up

CLIENT
Cleaning Report Studio sample

SITE
Example Tower, Building B

SERVICE DATE
Nov 24, 2026

REFERENCE
SAMPLE-B-204-01

Visit at a glance

From the crew's notes · check before sending

✓ **2** areas completed | ✕ **1** area not done | ? **1** item needs your input

AREA	STATUS	CREW NOTE
Room 204	Not done · Follow-up	LOCKED - not cleaned. Return visit requested. Completion unconfirmed.
Corridor	Completed	Completed. The crew removed loose debris and cleaned the floor.
Lobby	Completed	Completed. The crew removed tracked-in debris from the entrance.

- IMG-006.jpg arrived without a room label or caption. Please identify the area and when the photo was taken. It has not been assigned to any of the three areas.

Work summary & exceptions

Room 204: LOCKED - not cleaned. Return visit requested. Completion unconfirmed.
The crew could not enter Room 204. Please confirm when access will be available. No return time or later completion note was supplied.

Corridor: Completed. The crew removed loose debris and cleaned the floor.
Lobby: Completed. The crew removed tracked-in debris from the entrance.

Photo query: IMG-006.jpg arrived without a room label or caption. Please identify the area and when the photo was taken. It has not been assigned to any of the three areas.
This entire visit, including the crew notes and images, is invented.

Details to clarify

- Add a caption for “IMG-006.jpg”.

Photo record

 Skip to workspace nes and labels have not been independently checked.

Corridor



Before · Corridor floor before the crew's visit.

Source: corridor-before.jpg



After · Same stretch of corridor after floor cleaning.

Source: corridor-after.jpg

Lobby



Before · Lobby entrance before the crew's visit.

Source: lobby-before.jpg



After · Same lobby entrance after cleaning.

Source: lobby-after.jpg



General · Room 204 door, viewed from the corridor. The crew reported it locked.

Source: room-204.jpg

Skip to workspace



General · Caption missing

Source: IMG-006.jpg

Preparation checks

- Completed: Every listed filename matched one supplied image.

SAMPLE: everything in this report is invented, including the building, the visit, the notes and the AI-generated illustrations. It shows how a real visit with an exception would be presented. Prepared from supplied photos and notes; not an inspection or certification.

Report ID: 6e57e49c-518a-4a08-9a69-c8d8eecb4bbf · Last updated 11/25/2026, 11:13:12 AM

Approval is a locally recorded acknowledgement, not an electronic signature or independently authenticated identity.