## **Damaged Records Assessment Report**

The purpose of a damaged records resultant damage to records.	assessment is	s to identify the type	and extent of the disaster and the
Damaged site location: (Building, room number & file cabinet identification)	Date and Tim	ne of Occurrence:	Total Volume of Records: (cubic feet total from below)
Type and Extent of Damage: (Check boxes that apply)			s: amaged listed below on the left , antity of records damaged in cubic
Water damage minimum (one or moredges wet or damp)	e 🗌		Cubic fee
Water damage moderate (edges wet water wicked into document text)	,		Cubic fee
Water damage severe (papers soake throughout in standing water	ed 🗌		Cubic fee
Mold			Cubic fee
Fire damage minimum (smoke, soot, lightly charred edges)			Cubic fee
Fire damage moderate (edges heavil charred, paper discolored, brittle)	у 🗆		Cubic fee
<b>Fire</b> damage severe (papers charred beyond edges, very sooty, extremely brittle)			Cubic fee
Fire damage burnt (burned into center papers)	er of 🗌		Cubic fee
Contamination (state type of contamination)			Cubic fee
Declaration:			
No response required	Emergeno	су 🗆	Disaster
Notes:			