



SITE AUDITS LAYOUT CATALOG

How To Use

Browse this list of Invoice layouts by using the Table of Contents on the following page. The Table of Contents on the left side is clickable to assist in navigating directly to layouts. In order to use this feature, simply click on a site audit title and select the blue link to jump to the corresponding page of the document.

The layouts are listed in the table of contents under a site audit type in **bold text**. The description of each site audit type provides a brief explanation of what that type is used for or best practices. If you are unsure which type layout you need, use the Table of Contents and click on each site audit type to view these summaries.

When you have found the layout that best fits your needs, **copy down** the layout name in full and submit it, following the previous instructions. Please do not alter the name in your submission as these will be pulled from the database using the names listed.





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Site Audits

Site audits document the conditions of a property and communicate that information to your clients through your evaluator's photos, notes, and scores.

Site Audit 1.1

Description: Standard site audit with scores



390 S Woods Mill Road
Chesterfield, MO 63017

Date
06/27/23


Audited By:
J.C Ferral

Property Address
The Coffee Shop 700 Clark Street St. Louis, MO 63102

Description	Score
Issues Reported	3



- Vacant lot entrance facing North next to the Coffee Shop.
- View of vacant lot facing Northwest

Lawn / Turf	4
<ul style="list-style-type: none">• Maintenance: Additional onsite mowing services recommended.• Schedule (2) 61" Rider Mowers for each site visit.   <ul style="list-style-type: none">• IMPORTANT: Area of damaged sod on Southeastern part of the lot.• Needs replacement. Will provide quote on separate proposal.	

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Shrub Beds	0
-------------------	----------

- Lot progress will be monitored for potential shrub installation

Seasonal Color	0
-----------------------	----------

- No seasonal rotations at this time.

Trees	0
--------------	----------



- Remove tree and replace with sidewalk bench.

Irrigation	1
-------------------	----------

- Dead spots in grass.
- Submit separate quote for watering services during Summer and Fall

Hardscapes	0
-------------------	----------

- Enhancement: Repair the broken pavement from the lot entrance and extend the size for additional parking space.





Opportunities

1

- Quote for Wooden Bench




- Wooden_Bench.png

Total Percentage Score: 27%



Site Audit 2.1

Description: Site audit with scores.



Site Audit

390 S Woods Mill Road
Chesterfield, MO 63017

Date





6/27/2023

Audited By

J.C Ferral

Property Address

The Coffee Shop
700 Clark Street
St. Louis, MO 63102

Description	Score
<div><div>Issues Reported</div><div><div><ul style="list-style-type: none">• Vacant lot entrance facing North next to the Coffee Shop.</div><div><ul style="list-style-type: none">• View of vacant lot facing Northwest</div></div></div> <div><div>Lawn / Turf</div><div><div><ul style="list-style-type: none">• IMPORTANT: Area of damaged sod on Southeastern part of the lot.</div><div><ul style="list-style-type: none">• Needs replacement. Will provide quote on separate proposal.</div></div></div>	

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Shrub Beds**0**

- Lot progress will be monitored for potential shrub installation
-

Seasonal Color**0**

- No seasonal rotations at this time.
-

Trees**0**

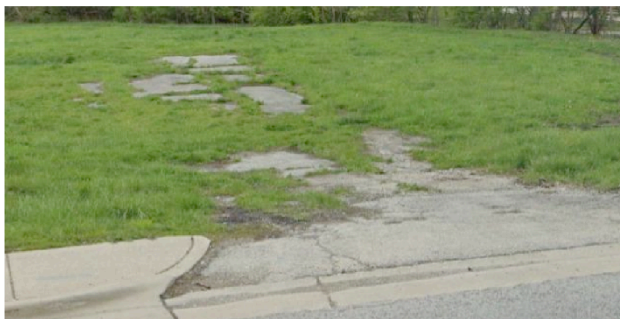
- Remove tree and replace with sidewalk bench.
-

Irrigation**1**

- Dead spots in grass.
 - Submit separate quote for watering services during Summer and Fall
-

Hardscapes**0**

- Enhancement: Repair the broken pavement from the lot entrance and extend the size for additional parking space.





Opportunities

1

- Quote for Wooden Bench



- Wooden_Bench.png

Total Percentage Score: 27%




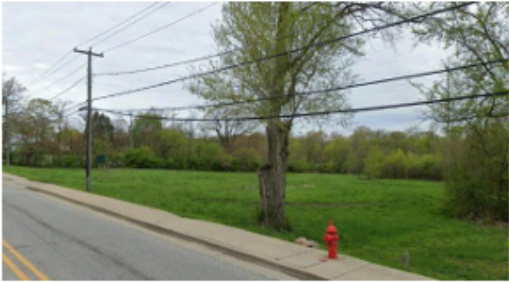


Site Audit 3.1

Description: Table style site audit with scores.

SITE AUDIT

Property:
The Coffee Shop
700 Clark Street
St. Louis MO 63102

Created Date: 06/27/2023
Prepared By: J.C. Ferral
Account Owner: Trisha Ford
Operations Manager: Eliezer Bermudez

Category	Score
ISSUES REPORTED	3
<div><div><ul style="list-style-type: none">Vacant lot entrance facing North next to the Coffee Shop.</div><div><ul style="list-style-type: none">View of vacant lot facing Northwest</div></div>	
LAWN / TURF	4
<div><ul style="list-style-type: none">Maintenance: Additional onsite mowing services recommended.Schedule (2) 61" Rider Mowers for each site visit.<div><div><ul style="list-style-type: none">IMPORTANT: Area of damaged sod on Southeastern part of the lot.</div><div><ul style="list-style-type: none">Needs replacement. Will provide quote on separate proposal.</div></div></div>	
SHRUB BEDS	0
<ul style="list-style-type: none">Lot progress will be monitored for potential shrub installation	
SEASONAL COLOR	0
<ul style="list-style-type: none">No seasonal rotations at this time.	
TREES	0

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- Remove tree and replace with sidewalk bench.

IRRIGATION

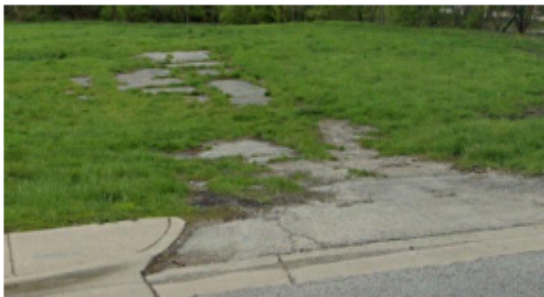
1

- Dead spots in grass.
- Submit separate quote for watering services during Summer and Fall

HARDSCAPES

0

- Enhancement: Repair the broken pavement from the lot entrance and extend the size for additional parking space.



- Vacant Lot_Hardscapes.jpg



- Vacant Lot_Hardscapes_2.jpg



- Vacant Lot_Hardscapes_Overview.jpg



OPPORTUNITIES

1

- Quote for Wooden Bench



- Wooden_Bench.png

Total Percentage Score: 27%



Detailed Site Audits

The Detailed Site Audit displays a summary page with your evaluators scores and the total site audit score. In addition, the detailed site audit groups site audit categories into three distinct sections: Audited Services, Suggested Enhancements, and Issues. Each of these categories will print on a separate page.

Audited Services:

This section is for standard services being evaluated on the property and includes the category score. The Audited Services section will include all site audit categories *that do not include* the following keywords: “Issues” or “Opportunities.”

Suggested Enhancements:

This section includes any property enhancements that your evaluator identifies as a potential opportunity. The Suggested Enhancement section will include only site audit categories that include the keyword “Opportunities.”

Category Name Examples: Mowing Opportunities, Construction Opportunities

This section includes an option for your client to approve any opportunities listed in this section. Additionally, if your evaluator selects the option to add new opportunities, the estimated cost from the opportunity will be displayed.

Issues Page:


This section includes any issues on the property that need to be addressed by your team. The Issues section will include only site audit categories that include the word “Issues.”

Category Name Examples: Front Lawn Issues, Bed Issues



Detailed Site Audit 1.1

Description: Standard detailed site audit with scores on cover page. Breaks out issues and opportunities into separate pages with appropriate headers and provides option for clients to sign off on opportunities.



Aspire LLC
390 S Woods Mill Road
Chesterfield, MO 63017
Phone: 866-727-7473
<http://www.youraspire.com>

Site Audit

Date: 6/27/2023
Prepared By: J.C Ferral

Property:
The Coffee Shop
700 Clark Street
St. Louis, MO 63102

Description	Score
Lawn / Turf	4
Issues Reported	3
Irrigation	1
Opportunities	1
Total Score:	9

Total Percentage Score: 27%

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AUDITED SERVICES

Lawn / Turf

- Maintenance: Additional onsite mowing services recommended.
- Schedule (2) 61" Rider Mowers for each site visit.



- IMPORTANT: Area of damaged sod on Southeastern part of the lot.



- Needs replacement. Will provide quote on separate proposal.

Shrub Beds

- Lot progress will be monitored for potential shrub installation

Seasonal Color

- No seasonal rotations at this time.

Trees



- Remove tree and replace with sidewalk bench.

Irrigation

- Dead spots in grass.
- Submit separate quote for watering services during Summer and Fall



Hardscapes

- Enhancement: Repair the broken pavement from the lot entrance and extend the size for additional parking space.





SUGGESTED ENHANCEMENTS



Job #881

\$300.00 + tax

Wooden Bench Install

APPROVAL SIGNATURE: _____



ISSUES




- Vacant lot entrance facing North next to the Coffee Shop.



- View of vacant lot facing Northwest

Detailed Site Audit 2.1

Description: Detailed site audit with scores on cover page. Breaks out issues and opportunities into separate pages with appropriate headers and provides option for clients to sign off on opportunities.



Site Audit

Aspire LLC
390 S Woods Mill Road
Chesterfield, MO 63017
Phone: 866-727-7473
<http://www.youraspire.com>

Property Address

The Coffee Shop
700 Clark Street
St. Louis, MO 63102

Prepared By

J.C Ferral
June, 27 2023

Description	Score
Lawn / Turf	4
Issues Reported	3
Irrigation	1
Opportunities	1
Total Score:	9

Total Percentage Score: 27%

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Audited Services

Lawn / Turf

- Maintenance: Additional onsite mowing services recommended.
- Schedule (2) 61" Rider Mowers for each site visit.



- **IMPORTANT:** Area of damaged sod on Southeastern part of the lot.

- Needs replacement. Will provide quote on separate proposal.

Shrub Beds

- Lot progress will be monitored for potential shrub installation

Seasonal Color

- No seasonal rotations at this time.

Trees



- Remove tree and replace with sidewalk bench.



Irrigation

- Dead spots in grass.
 - Submit separate quote for watering services during Summer and Fall
-

Hardscapes

- Enhancement: Repair the broken pavement from the lot entrance and extend the size for additional parking space.





Suggested Enhancements



Job #881

\$300.00 + tax

Wooden Bench Install

APPROVAL SIGNATURE: _____



Issues




- Vacant lot entrance facing North next to the Coffee Shop.



- View of vacant lot facing Northwest

Detailed Site Audit 3.1

Description: Table style detailed site audit with audited scores summary on last page. Breaks out issues and opportunities into separate pages with appropriate headers and provides option for clients to sign off on opportunities.



!1 Client Services
390 S Woods Mill Road
Chesterfield, MO 63017
Phone: 866-727-7473
<http://www.youraspire.com>

SITE AUDIT

Created Date: 06/27/2023
Prepared By: J.C. Ferral
Account Owner: Trisha Ford
Operations Manager: Eliezer Bermudez Ferrer

Property: The Coffee Shop | 700 Clark Street | St. Louis MO 63102

AUDITED SERVICES	SCORE
LAWN / TURF <ul style="list-style-type: none">Maintenance: Additional onsite mowing services recommended.Schedule (2) 61" Rider Mowers for each site visit. <div></div> <ul style="list-style-type: none">IMPORTANT: Area of damaged sod on Southeastern part of the lot.Needs replacement. Will provide quote on separate proposal.	4
SHRUB BEDS <ul style="list-style-type: none">Lot progress will be monitored for potential shrub installation	0
SEASONAL COLOR <ul style="list-style-type: none">No seasonal rotations at this time.	0
TREES <div><p>Recommended to schedule tree and stump removal service</p></div> <ul style="list-style-type: none">Remove tree and replace with sidewalk bench.	0

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IRRIGATION

1

- Dead spots in grass.
- Submit separate quote for watering services during Summer and Fall

HARDSCAPES

0

- Enhancement: Repair the broken pavement from the lot entrance and extend the size for additional parking space.





SUGGESTED ENHANCEMENTS



Job #881

\$300.00 + tax

Wooden Bench Install

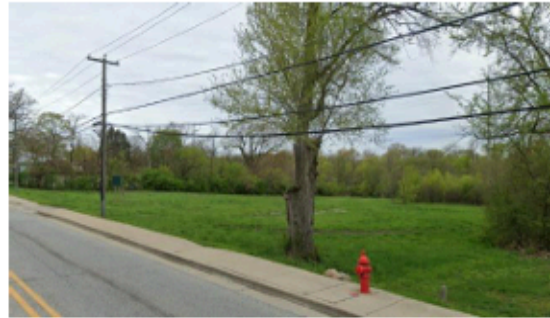
APPROVAL SIGNATURE: _____



ISSUES



- Vacant lot entrance facing North next to the Coffee Shop.



- View of vacant lot facing Northwest



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390 S Woods Mill Road
Chesterfield, MO 63017
Phone: 866-727-7473
<http://www.youraspire.com>

SITE AUDIT

Created Date: 06/27/2023
Prepared By: J.C. Ferral
Account Owner: Trisha Ford
Operations Manager: Eliezer Bermudez Ferrer

Property: The Coffee Shop | 700 Clark Street | St. Louis MO 63102

Description	Score
Lawn / Turf	4
Shrub Beds	0
Seasonal Color	0
Trees	0
Irrigation	1
Hardscapes	0
Total Score:	5

Total Percentage Score: 27%

