Commercial Property Incident Evidence Pack

After a property incident, the incident report may only be one part of the information needed for insurance or internal review.

Use this pack alongside the relevant incident report to identify the supporting footage, photographs, vehicle records, access records, and other evidence available for review.

> Insurance requirements vary by policy, provider, and state. Always check your own policy and speak with your broker or insurer about the documentation required for your specific claim.

1 | Evidence Register

Use this section to record the supporting material available for the incident.

Evidence	Time / Period Covered
Relevant video footage	
Photographs of damage / loss	
LPR or vehicle records	
Access records	
Monitoring / incident report	
Police report, if applicable	
Other supporting record	

2 | Damage and Loss Summary

Record the main assets or areas affected by the incident.

Asset / Area Affected	What Was Damaged, Lost, or Stolen?

Supporting records showing condition before and after the incident:

Tick where you have evidence showing the condition of the affected asset or area.

Evidence type	Before	After
Video footage	☐	☐
Photographs	☐	☐
Inspection or condition reports	☐	☐
Inventory or asset records	☐	☐
Other:	☐	☐

3 | Gather Your Supporting Evidence

Gather the files, reports, and record references in a secure folder. Tick each item once collected or access is confirmed for an authorized reviewer.

- ☐ Relevant video footage
- ☐ Photographs of damage / loss
- ☐ LPR or vehicle records
- ☐ Access records
- ☐ Monitoring / incident report
- ☐ Police report, if applicable

Organized evidence helps insurers, brokers, and internal teams understand what happened and assess the damage or loss. It also makes missing information easier to spot and follow-up questions easier to answer.

An unticked box highlights missing evidence that could strengthen your case.

How Mobile Surveillance Supports Your Property

- Help deter theft, vandalism, and unauthorized access.
- Enable trained operators to review suspicious activity as it happens.
- Capture timestamped footage to help establish what happened.
- Provide visual records that can help document damage or loss.
- Access available footage and incident records remotely to support investigations and insurance reviews.