



## **FIRE DEPARTMENT**

Phone: 218.326.7639  
FAX: 218.326.7655  
E-mail: [grfire@grandrapidsmn.org](mailto:grfire@grandrapidsmn.org)  
Address: 420 North Pokegama Avenue  
Grand Rapids, Minnesota 55744



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### **Exhaust Vent Cleaning Picture Requirements**

Clear digital pictures are required to be taken in the following order. The first two (2) must be taken before job is to start. The pictures must be clear and concise as to depict the work performed and should clearly walk an inspector through the entire system. In case of camera failure, disposable or Polaroid pictures may be submitted. The pictures must have the date correctly displayed upon them.

#### **Pictures required are as follow:**

##### **Vertical only:**

##### **Before cleaning:**

1. Complete before pictures showing outside of hoods.
2. Complete before pictures of entire roof area around exhaust fans (including fans) from at least 2 opposite side, including any and all preexisting conditions and/or problems.
3. Any additional shots you want to take.

##### **After cleaning:**

4. Picture of the in-take side of all fans after cleaning.
5. Picture of the back of the fan blades for all fans after cleaning. Use close-up mode.
6. Picture down each duct from the roof (if roof mounted) for all systems cleaned.
7. Pictures from the access panel. First picture toward fan with next picture showing toward hood for each access panel.
8. Picture up each duct for each vertical from the hood that clearly shows all sides of the entire run from the hood to the roof.
9. Picture of the access plate after it is put back on with all screws/fasteners installed.
10. Picture of the top of the hood to show if duct leaks or not.
11. Picture using the close setting on camera of inside chambers of any power-wash hoods. (If applicable)
12. Complete pictures of the back of the filter rails top and bottom.
13. Pictures for the completed hoods with filters out and another with the filters properly in place.

(continued)

**If Horizontal ductwork is present, the following additional photos are required:**

1. Outside of all ductwork if it has a horizontal (including top of hood to show if duct leaks or not and any access plates from the outside).
2. Picture down any horizontals from the hood that clearly show the all sides of the entire run from the hood to the wall.

**Before and After Picture examples:**



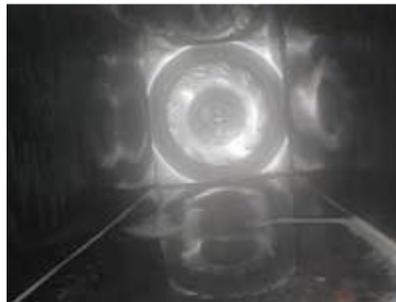
Horizontal ductwork **before** cleaning



Same ductwork **after** initial gunning



Looking toward fan with excessive buildup of carbonized grease



Same view looking toward fan after initial cleaning just before touch up and removal of water



Smaller sized duct with very old buildup of grease before cleaning, 2 other companies had just attempted cleaning this system



Same ductwork **after** cleaning