

Photography guide

This guide provides examples and tips for taking photos to include with a building application form. Building design, interior/exterior finish elements, mechanical equipment, roof areas and attached equipment are easily identified through photo documentation. This information helps the Fire and Tornado Fund develop accurate appraisals for buildings and property.

Please observe appropriate safety practices and procedures when taking pictures. Do not under any circumstances place yourself at risk for the purpose of taking a photo. If you have any questions regarding photo documentation, please call the Fire and Tornado Fund office at (701) 328-9600.

Building exterior—overall

Two photos should be taken from opposite sides (e.g., one view showing the north/west sides, one view showing the east/south sides). If this is not possible

due to obstructions or building disposition, include two photos showing at least two different sides.



Building exterior—wall finish

One good close-up of the building's exterior finish is suggested. If there are multiple types of finish, try to incorporate them into a single photo. If they are on

different sides of the building, a close-up of each type of material is also acceptable.



Roof—internal support structure

If the roof support structure is visible from inside the building, please include a photo of it.



HVAC/mechanical/electrical

Photos of your building's primary heating, cooling and electrical systems are suggested. If HVAC systems are roof-mounted, please note as such on the

application form. It is not necessary to include a photo of roof-mounted equipment.



Interior finish

A representative photo(s) of the interior area showing wall, ceiling and floor finish is suggested. If there are separate or unique areas within a building

(e.g., an office or shop in a commercial building or classrooms and gyms in a school), a photo of each area is suggested.



Unique features

Unique features can add significant value to a building. Examples of unique structural items include performing stages, domed roofs, marble

floors, stained glass windows, fireplaces, decks and mezzanine levels.

