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Commercial and Residential Real Estate Management

## INSPECTION CHECK LIST

Customer Name:

Address:

### Interior

- \_\_\_ Turn all water ON/OFF
- \_\_\_ Check thermostat(s)
- \_\_\_ Refill moisture buckets
- \_\_\_ Perform interior/exterior list below:
- \_\_\_ Check for visual sign of rodent/pest problem
- \_\_\_ Activate alarm upon exit

### Kitchen

- \_\_\_ Window(s) locked
- \_\_\_ Run disposal(s)
- \_\_\_ Run water in sink(s) ck under sink for leak
- \_\_\_ Ck refrigerator/wine frig for visible leak
- \_\_\_ Empty ice maker

### Laundry Room

- \_\_\_ Run water in sink(s) ck under sink for leak
- \_\_\_ Ck window is locked

### Office/Den/Living Room/Great Room

- \_\_\_ Check window/doors locked

### #2 Bedroom/Bath

- \_\_\_ Run water in sink ck sink for leak
- \_\_\_ Check window/doors locked
- \_\_\_ Flush toilet ck for leaks
- \_\_\_ Run shower/tub ck for visible leak

### #3 Bedroom/Bath

- \_\_\_ Run water in sink ck sink for leak
- \_\_\_ Check window/doors locked
- \_\_\_ Flush toilet check for leaks
- \_\_\_ Run shower/tub ck for visible leak

### #4 Bedroom/Bath

- \_\_\_ Run water in sink ck sink for leak
- \_\_\_ Check window/doors locked
- \_\_\_ Flush toilet check for leaks
- \_\_\_ Run shower/tub ck for visible leak

### Exterior

- \_\_\_ Start car(s) if appropriate
- \_\_\_ Driveway/walkway: no flyers, newspapers, debris
- \_\_\_ Landscape well-maintained-grass mowed no weeds
- \_\_\_ Landscape: no plants are dying
- \_\_\_ Landscape: no lights broken
- \_\_\_ Outdoor furniture is in place
- \_\_\_ Pool: clear not cloudy
- \_\_\_ Pool equipment: no visual leaking
- \_\_\_ Garage windows and doors locked
- \_\_\_ Empty mailbox
- \_\_\_ No visible water/sun damage to windows/doors
- \_\_\_ No broken windows

### Powder Room

- \_\_\_ Run water in sink(s) ck under sink for leak
- \_\_\_ Ck window is locked
- \_\_\_ Flush toilet ck for leaks

### Master Bedroom/Bath

- \_\_\_ Run water in sink ck sink for leak
- \_\_\_ Check window/doors locked
- \_\_\_ Flush toilet ck for leaks
- \_\_\_ Run shower/tub ck for visible leak

### #1 Bedroom/Bath

- \_\_\_ Run water in sink ck sink for leak
- \_\_\_ Check window/doors locked
- \_\_\_ Flush toilet ck for leaks
- \_\_\_ Run shower/tub ck for visible leak

### Special/Seasonal Instructions:

TO DO LIST: (follow up on any issues)

Action	Done	Item	Description