



Property Inspection Checklist

Address: _____

Home Owner Name: _____

Exterior Checks 360 Degree walk of Property

NOTES:

- Yard/Landscape Condition
- Confirm Lawn Care is being completed
- Driveway/Garage Doors
- Confirm Exterior Lights are working
- Lanai Deck/ Screens
- Pool/Spa
- Check Water Level
- Confirm Pool Care is being completed
- Water Leaks – Hose bibs & Spigots
- Test irrigation for faulty Sprinklers
- Check for Mail & bring inside
- Pest Control – pest & animal Damage
- Check AC Equipment Outside
- Inspect Doors/Windows for Proper Closure/Security
- Security System if applicable
- Electrical Panel

Interior Checks

NOTES:

- Pest
- Run Faucets & Toilets – Make sure Main valve is OFF when leaving
- Check under sinks for leaks
- Check Water heater Leaks – Make sure valve is OFF when leaving
- Check Ceilings for Water Damage

- Check AC temp & confirm AC is accurate, Change Filters if needed
- Check Smoke Alarms and change Batteries if required
- Check all Wall Switches to make sure they are working properly
- Check AC Drain line & flush (Flush is monthly)
- Countertop Appliances unplugged
- Check Refrigerator/Freezer for proper Temp
- Check Washing Machine Hook up for any Leaks
- Short cycle dishwasher
- Check Ice Maker – Clean/Rotate Ice when needed
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Additional Services

NOTES:

- Check Golf Cart Tires and Battery Level
- Check Boat Dock Condition
- Take Down/ Put up Storm Shutters- We will hire an installer if they are panels
- Top off Fuel for Vehicles
- Start Vehicle and check Tire Pressure
- Water Plants
- Groceries
- Attending Vendor Appointments
- Prepare Home for any incoming Storms/Hurricanes
- Coordinate any Vendor Services needed/requested

Car Rental Information

Pick-up date

Company

Company phone number

Confirmation number

Quoted rental rate

Pick-up location

Drop-off Date & Location

Hurricane Procedures

NOTES:

- Take Pre Storm-Pictures for insurance or otherwise
 - Secure Patio Furniture
 - Install Hurricane Shutters
 - All Doors/Windows/Sliders secured and locked
 - Turn off all plumbing valves to house
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