



| <b>Name:</b>                           |  | <b>Address:</b> |  | <b>Date and Time:</b> |                 |
|--|--|-----------------|--|-----------------------|-----------------|
|  |  |                 |  | <b>OK</b>             | <b>Comments</b> |
| <b>Lawn and Landscaping</b>            |  |                 |  |                       |                 |
| Lawn                                   | Visual inspection  |                 |  |                       |                 |
| Landscaping                            | Visual inspection  |                 |  |                       |                 |
| <b>Home Exterior</b>                   |  |                 |  |                       |                 |
| Security Check                         | Visual inspection  |                 |  |                       |                 |
| Damage Check                           | Visual inspection (Includes roof)                                |                 |  |                       |                 |
| Newspapers and Flyers                  | Remove from outside  |                 |  |                       |                 |
| Mail                                   | Check mailbox  |                 |  |                       |                 |
| Potted Plants                          | Water (In-season)  |                 |  |                       |                 |
| <b>Home Interior</b>                   |  |                 |  |                       |                 |
| Security System                        | Ensure system is working properly                                |                 |  |                       |                 |
| Security Check                         | Doors, windows and sliders locked and secure/Adjust if requested |                 |  |                       |                 |
| Air Conditioner/Furnace                | Check settings, record temperature                               |                 |  |                       |                 |
| Circuit Breaker                        | Visual inspection  |                 |  |                       |                 |
| Reset Clocks                           | After power outage   |                 |  |                       |                 |
| Check all Lights –Interior/Exterior    | Replace burnt out bulbs  |                 |  |                       |                 |
| Smoke Detectors                        | Ensure proper operation, replace batteries in January            |                 |  |                       |                 |
| <b>Kitchen</b>                         |  |                 |  |                       |                 |
| Sink                                   | Check under sink for moisture                                    |                 |  |                       |                 |
| Refrigerator/Freezer/Wine Cooler       | Check for proper temperature and operation                       |                 |  |                       |                 |
| Faucet                                 | Run faucets  |                 |  |                       |                 |
| Dishwasher                             | Short-cycle on dishwasher with Affresh® tablet                   |                 |  |                       |                 |
| Garbage Disposal                       | Run water through disposal                                       |                 |  |                       |                 |
| <b>Utilities</b>                       |  |                 |  |                       |                 |
| Water Heater                           | Visual inspection  |                 |  |                       |                 |
| Washer                                 | Short-cycle washer with Affresh® tablets                         |                 |  |                       |                 |
| <b>Bathrooms</b>                       |  |                 |  |                       |                 |
| Sinks                                  | Check under sink for moisture                                    |                 |  |                       |                 |
| Showers and Tubs                       | Check for leaks, moisture  |                 |  |                       |                 |
| Toilets                                | Flush and check toilets  |                 |  |                       |                 |
| Faucets                                | Run faucets  |                 |  |                       |                 |
| <b>Overall Interior</b>                |  |                 |  |                       |                 |
| Plants                                 | Water indoor plants  |                 |  |                       |                 |
| Mold Check                             | Check for mold throughout the home                               |                 |  |                       |                 |
| Pest Infestation                       | Check for insects and pests throughout the home                  |                 |  |                       |                 |
| Water Intrusion                        | Check for water intrusion throughout the home                    |                 |  |                       |                 |
| <b>Outdoor Furniture and Pool Area</b> |  |                 |  |                       |                 |
| Outdoor Furniture                      | Check for mold (if stored) or fading                             |                 |  |                       |                 |
| Swimming Pool                          | Check water level  |                 |  |                       |                 |
| Pool Pump                              | Visual inspection  |                 |  |                       |                 |
| <b>Photo Report</b>                    |  |                 |  |                       |                 |
| Photo Exterior                         | Document   |                 |  |                       |                 |
| Photo Interior                         | Document   |                 |  |                       |                 |
| Photo Outdoor Furniture/Pool           | Document   |                 |  |                       |                 |