



Preview and test your checklist to get a feel for exactly how a reporter in the field will see and use it.

Home Exterior

Roof

Roof, Chimney, Gutters & downspouts checked and all okay?

Yes	No	N/A
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Exterior Walls, Doors and Windows

Check & collect mail, remove solicitations & newspapers.

Check for any signs of vandalism or break & enter and all okay?

Yes	No	N/A
-----	----	-----

Exterior Doors & Windows checked and all okay?

Yes	No	N/A
-----	----	-----

Exterior checked for signs of animal or rodent intrusion and all okay?

Yes	No	N/A
-----	----	-----

Checked for insect damage or intrusion and all okay?

Yes	No	N/A
-----	----	-----

Yard

Lawn, Trees, Shrubs, Gardens checked and all okay?

Yes	No	N/A
-----	----	-----

Patio and/or furniture checked and all okay?

Yes	No	N/A
-----	----	-----

Faucets & hoses checked and all okay?

Yes	No	N/A
-----	----	-----

Check Exterior of screened in sunroom and all okay?

Yes	No	N/A
-----	----	-----

Pool & Spa

Pool

Pool Are checked and all okay?

Yes	No	N/A
-----	----	-----

Pool Water level okay?

Yes	No	N/A
-----	----	-----

Circulating pump checked and all okay?

Yes	No	N/A
-----	----	-----

Spa

Spa Checked and all okay?

Yes	No	N/A
-----	----	-----

Water level in spa checked and all okay?

Yes	No	N/A
-----	----	-----

Garage

Exterior Garage

Exterior checked and all okay?

Yes	No	N/A
-----	----	-----

Check for any signs of vandalism or break & enter and all okay?

Yes

No

N/A

Exterior Doors & Windows checked and all okay?

Yes

No

N/A

Garage Interior

Interior of the Garage checked and all okay?

Yes

No

N/A

Are all items stowed in the Garage okay?

Yes

No

N/A

Garage door opener checked and all okay?

Yes

No

N/A

Garden Shed

Shed Exterior

Exterior checked and all okay?

Yes

No

N/A

Doors and windows okay?

Yes

No

N/A

Check for any signs of vandalism or break & enter and all okay?

Yes

No

N/A

Any signs of animal, rodent or insect infestation?

Yes

No

N/A

Shed Interior

Is the interior of the shed okay?

Yes

No

N/A

Any signs of animal, rodent or insect infestation?

Yes

No

N/A

Home Interior

General

Check & record humidity level in main living area.

Humidity Level

Enter comment here

Record main room temperature.

Main Room temperature.

Enter comment here

Alarm system checked and all okay?

Yes

No

N/A

Check A/C & heating system controls and all okay?

Yes

No

N/A

All doors and windows checked and locked?

Yes

No

N/A

Ceilings checked for leaks or water damage and all okay?

Yes

No

N/A

Any signs of animal, rodent or insect infestation?

Yes

No

N/A

Any signs of mildew or unusual odors?

Yes

No

N/A

Any signs of leaks in the plumbing?

Yes

No

N/A

All lights checked and all okay?

Yes

No

N/A

Washer and dryer checked and all okay?

Yes

No

N/A

Telephone checked for dial tone and all okay?

Yes

No

N/A

Smoke detectors

Smoke detectors checked and all okay?

Yes

No

N/A

Did you change the batteries in the smoke detectors this visit?

Yes

No

N/A

Security Lights & timers

Security Lights & timers checked and all okay?

Yes

No

N/A

Please record any light bulbs changed.

Timer settings checked and all okay?

Yes

No

N/A

Kitchen

Are faucets and drains okay?

Yes

No

N/A

Are there any unusual sounds or odours?

Yes

No

N/A

Did you run the taps?

Yes

No

N/A

Are there any leaks?

Yes

No

N/A

Is refrigerator running & all okay?

Yes

No

N/A

Are there any signs of mildew?

Yes

No

N/A

All electronic devices unplugged in the kitchen?

Yes

No

N/A

Dishwasher checked and all okay?

Yes

No

N/A

Is Garbage disposal okay?

Yes

No

N/A

Check kitchen for signs of animal, rodent or insect infestation in cupboards and all okay?

Yes

No

N/A

Main Living Area

Any signs of water damage?

Yes

No

N/A

Any signs of mildew?

Yes

No

N/A

All furniture checked and all okay?

Yes

No

N/A

Bedrooms

Bedrooms checked and all okay?

Yes

No

N/A

Any signs of mildew?

Yes

No

N/A

Bathrooms

Run all taps, showers, baths & flush toilets and all okay?

Please add a photo

No file chosen

Record any problems.

Enter comment here

Any signs of leaks in the walls or ceilings?

Yes

No

N/A

Any signs of mildew?

Yes

No

N/A

Check for any signs of animal, rodent or insect infestation in cupboards and all okay?

Yes

No

N/A

Utility Room

General

Irrigation system turned on?

Yes

No

N/A

Heating system checked and all okay?

Yes

No

N/A

Check breaker/fuse panel for any abnormal signs and all okay?

Yes

No

N/A

Hot Water tank checked and all ok?

Yes

No

N/A

A/C System

A/C system checked and all okay?

Yes

No

N/A

Filters checked and all okay?

Yes

No

N/A

Please record any filters changed?

Record any filters changed.

Enter comment here

Final Checks before leaving

Is the main water supply valve turned off?

Yes

No

N/A

Please take a photo of the water valve before you leave

Please add a photo

No file chosen

Ensure all lights are turned off.

Thermostat set to to recommended setting?

Yes

No

N/A

Is the hot water tank turned off at the breaker panel?

Yes

No

N/A

Did you activate the alarm?

Yes

No

N/A