

Plan A - Check List

Address \_\_\_\_\_

Date:

Time:

Change out Heating/Air Filter \_\_\_\_

Check and set Heat/Air at requested temperature \_\_\_\_

Visual inspection of ceilings, walls and floors for obvious signs of water intrusion

Living Room \_\_\_\_ Kitchen \_\_\_\_ Dining Room \_\_\_\_ Bathroom 1 \_\_\_\_

Bathroom 2 \_\_\_\_ Bedroom 1 \_\_\_\_ Bedroom 2 \_\_\_\_ Bedroom 3 \_\_\_\_

Run water through all faucets, showers and flush toilets

Kitchen \_\_\_\_ Bathroom 1 \_\_\_\_ Bathroom 2 \_\_\_\_

Check under sink for leaks while running faucets

Kitchen \_\_\_\_ Bathroom 1 \_\_\_\_ Bathroom 2 \_\_\_\_

Replace light bulbs as needed and rotate lights left on/off (for added burglary deterrent)

UPON REQUEST

Run the dishwasher, disposal and washing machine (short cycle) to eliminate stale water in drains

Dishwasher \_\_\_\_ Disposal \_\_\_\_ Washing Machine \_\_\_\_

Check that refrigerators, wine coolers and freezers are maintaining temperature

Refrigerator \_\_\_\_

Check electrical box for tripped breakers caused by electrical surges

Electrical Box \_\_\_\_

Bring in fliers and newspapers accumulating on driveway or front porch \_\_\_\_

Visual inspection for signs of pest, rodents and wasp \_\_\_\_

Retrieve mail and forward upon request

UPON REQUEST

Start your car or check golf cart

UPON REQUEST

Test smoke detectors (if battery operated)

Inspect the perimeter of the property for signs of trespassing \_\_\_\_

Ensure that doors, windows, garages, out buildings and gates are secure

Windows \_\_\_\_ Garage \_\_\_\_ Out Buildings \_\_\_\_ Gates \_\_\_\_ Back Door \_\_\_\_

Front Door \_\_\_\_ Side Doors \_\_\_\_

Ensure security alarm is set upon arrival \_\_\_\_ and departure \_\_\_\_

Provide you with the detailed checklist of all items (and photos when necessary) after each inspection \_\_\_\_\_

DHW Signature \_\_\_\_\_ Date Completed \_\_\_\_\_