

## CHECKLIST PREVIEW

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

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### Home Exterior

#### Roof

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

YES  NO  N/A

### 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

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## 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 the screened in sunroom and all okay?

YES  NO  N/A

## Pool & Spa

Pool

Are the pools 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

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## Spa

Spa Checked and all okay?

YES  NO  N/A

Water level in the 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

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## 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

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## 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 the main living area.

Humidity Level

Enter comment here

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Record main room temperature.

Main room temperature

Enter comment here

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Alarm system checked and all okay?

YES  NO  N/A

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

YES  NO  N/A

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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

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## 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

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Are there any leaks?

YES  NO  N/A

Is the 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 the 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



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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

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Any signs of leaks in the walls or ceilings?

YES  NO  N/A

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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

Irrigation system turned on?

YES  NO  N/A

Heating system checked and all okay?

YES  NO  N/A

Check the 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

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Filters checked and all okay?

YES  NO  N/A

Please record any filters changed?

Record any filters changed

Enter comment here

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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 the 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