

Date _____ Unit _____ Unit Occupied _____ Pets _____

Electric on: _____ A/C in unit: On _____ Off _____ Temp: _____

Drywall condition (water stains, holes): _____

Balcony: Grill _____ Decorations affixed to balcony walls _____ Holes in wall _____

Tile: _____ Carpet: _____ Furniture on balcony? _____ No. of pieces: _____

Condition of caulk _____ If tile, condition of grout: _____

Is there an electric outlet on the balcony: _____

Toilet flapper, water fill valve condition: Master bath _____ Guest bath _____

Other toilet leaks, rust - Describe: _____

Notify owner of needed repair: (date) _____ 30 day follow up _____

Notes: _____

Faucets & under sink check – includes visual check of shutoff valves:

	Notified owner (date)	30 day follow up
Master bath sink faucet: leak present _____	_____	repair made _____
Master bath under sink: leak present _____	_____	repair made _____
Master tub faucet: leak present _____	_____	repair made _____
Guest bath sink faucet: leak present _____	_____	repair made _____
Guest bath under sink: leak present _____	_____	repair made _____
Guest tub faucet: leak present _____	_____	repair made _____
Kitchen faucet: leak present _____	_____	repair made _____
Kitchen under sink check: leak present _____	_____	repair made _____

Pipes - condition notes: _____

Air handler: algacide applied _____ Condensate pan & surrounding area _____

Overflow shutoff switch check: _____ Connecting hoses: _____

Repair needed: _____ Notified owner: _____

Balcony dryer vent cover lint removal: _____ Dryer lint screen check: _____

Notes: _____

Main water shutoff in working order: _____ Pipe brackets: _____

Notify owner of needed repair: (date) _____ 30 day follow up _____

Smoke detectors: LR _____ DR _____ Hall _____ BR 1 _____ BR 2 _____ Den: _____

Smoke detectors disconnected, missing, batteries removed: _____

Sprinklers – water stains near them, blocked: _____

Notes: _____