## Property Unit # Technician Date: $\underline{12/02/2021}$

FRONT/BACK DOORS:	KITCHEN:	BEDROOM #1:
Front/Back Door Locks or Switched with Apt.# Mailbox Locks Peepholes Weather Stripping Baseboards/Door Casing  LIVING/DINING ROOM:  D/R Light/Ceiling Fan Water Marks - Ceiling Moisture Meter Test - Outside Walls Doors/Frames/Closets/Walls/Cabinets Hinges/Guides/Wheels Door Stops Window Glass/Rollers/Oil Window/Raise Blinds/Screens/Locks/Clean Window Drains/ Thermostat/A-C/Heater/Filter/Vents Float Shut Off Switch/ Outlets/Switches/Cover Plates Baseboards/Door Casing/Cabinet Trim Smoke Detectors/CO Alarms Fireplace  PATIO #1:  Patio Floor/Walls/Rails/Closets	Window Glass/Rollers/Oil Windows  Blinds/Screens/Locks Water Marks - Ceiling & Cabinets Microwave  Stove/Range Hood Switches/Knobs/Indicator Pannel Stickers Burners/Burner Receptacles Drip Pans/Rings Range Light/Fan/Filter  Oven Switches/Knobs/Indicator Pannel Stickers Bake Element Broil Element Thermostat Inside Light Grills/Racks  Dishwasher Supply line Fill Valve Drain Air Gap (set in putty) Indicator Panel Clean Float Level Switch Moisture Meter Test Under D/W	Window Glass/Rollers/Oil Windows  Clear Window Drains/ Blinds/Screens Window Locks/ Raise Windows Light Bulbs/Fixtures Outlets/Switches/Cover Plates Doors/Frames/Hinges Door Stops/Door Knobs Closet Knobs/Guides/Wheels/Shelf & Pole Thermostat /A-C/Heater/Filter/Vents Float Shut Off Switch Baseboards/Door Casing/Cabinet Trim Water Marks On Ceiling Moisture Meter Test Outside Walls Smoke Detectors/CO Alarms  BEDROOM #2:  Window Glass/Rollers/Oil Windows Clear Window Drains/ Blinds/Screens Window Locks/ Raise Windows Light Bulbs/Fixtures Outlets/Switches/Cover Plates Doors/Frames/Hinges Door Stops/Door Knobs Closet Knobs/Guides/Wheels/Shelf & Pole Thermostat /A-C/Heater/Filter/Vents
Patio Bulbs/Fixtures/Outlets	<u>Refrigerator</u>	Float Shut Off Switch
Water Heater	Inside Light	Towel Bar/Brackets
Sprinklers/Rings	Shelves/Brackets/Handles/Bars	Paper Holder/Brackets
<u>PATIO #2:</u>	Crisper Cover/Drawer(s) Gaskets	Floor Tile/Vinyl/Cove Base Baseboards/Door Casing/Cabinet Trim
Patio Floor/Walls/Rails/Closets Patio Bulbs/Fixtures/Outlets Water Heater Sprinklers/Rings	Level Clean Condenser Freezer (Set to low/cool) Sink	BEDROOM #3:  Window Glass/Rollers/Oil Windows
HALLWAYS:	Touch-Up Paint Strainer/Stopper	Clear Window Drains/ Blinds/Screens Window Locks/ Raise Windows
Doors/Door Stops/Closets/Cabinets Light Bulbs/Fixtures Outlets/Switches/Cover Plates/Baseboards/Door Casimg/Cabinet Trim Water Marks on Ceiling Cloths Washer Hose Bids W/D Hook Ups/Clean Lint/ Smoke Detectors/CO Alarms	Faucet (PUTTY)/Handles/Indexes Faucet Seat/Stem/Aerator Disposal Shelf/Wall Underneath Angle Stops/Supply Lines (RUST) Waste Pipes/Drains Moisture Meter Test Under Sink Sink Sealed to Counter Water Pressure At/Under 60 PSI Water Temp. At/Under 120 Degrees	Light Bulbs/Fixtures Outlets/Switches/Cover Plates Doors/Frames/Hinges Door Stops/Door Knobs Closet Knobs/Guides/Wheels/Shelf & Pole Thermostat /A-C/Heater/Filter/Vents Float Shut Off Switch Baseboards/Door Casing/Cabinet Trim Water Marks On Ceiling Moisture Meter Test Outside Walls
AIR CONDITION:	Cabinets	Moisture Meter Test Outside Walls Smoke Detectors/CO Alarms
Thermostat Tested Clean Interior Coils Line Set Insulation Intact Clear Condensate Condensate Pan Not Leacking & Cleaned Plenium Sealed Float Switch Cleaned & Working Filter Replaced/Replace Water Bug Battery Ducts To Vents Sealed (Upstairs Units Only) All Wires To Unit Secured Insulated & Neat (Tie Wrapped) Clean All Vent Covers Inside & Out	Doors/Hinges/Latches Drawers/Guides/Tracks Cutting Board/Shelves Handles/Knobs Countertop Formica/Refinish/Tile/Caulking Floor Tile/Vinyl/Cove Base/Baseboard Baseboards/Door Casing/Cabinet Trim	

## **Tub/Shower Enclosures Tub/Shower Enclosures Tub/Shower Enclosures** Cracks In Tub/Shower Walls Cracks In Tub/Shower Walls Cracks In Tub/Shower Walls Stopper/Hair Catches Stopper/Hair Catches Stopper/Hair Catches Trip Lever & Plate Trip Lever & Plate Trip Lever & Plate Valve Handles/Knobs/Indexes Valve Handles/Knobs/Indexes Valve Handles/Knobs/Indexes Shower Head/Neck/Trim Plate Shower Head/Neck/Trim Plate Shower Head/Neck/Trim Plate Caulking Caulking Caulking Shower Doors/Rods/Walls Shower Doors/Rods/Walls Shower Doors/Rods/Walls Shower Tracks/Weep Holes/Guides Shower Tracks/Weep Holes/Guides Shower Tracks/Weep Holes/Guides Moisture Meter Test Next To Tub Moisture Meter Test Next To Tub Moisture Meter Test Next To Tub Caulking Caulking Caulking Shower Doors/Rods/Walls Shower Doors/Rods/Walls Shower Doors/Rods/Walls Shower Tracks/Weep Holes/Guides Shower Tracks/Weep Holes/Guides Shower Tracks/Weep Holes/Guides Moisture Meter Test Next To Tub Moisture Meter Test Next To Tub Moisture Meter Test Next To Tub Splash Guard Splash Guard **Lights** Bulbs/Flood Lamp **Lights Lights** Bulbs/Flood Lamp Bulbs/Flood Lamp Fixtures/Covers Fixtures/Covers Fixtures/Covers **Cabinets** Doors/Hinges/Latches **Cabinets Cabinets** Drawers/Guides/Tracks Doors/Hinges/Latches Doors/Hinges/Latches Shelves/Handles/Knobs Drawers/Guides/Tracks Drawers/Guides/Tracks Countertop Marble/Tile/Grout Shelves/Handles/Knobs Shelves/Handles/Knobs Caulk/Formica/Refinish Countertop Marble/Tile/Grout Countertop Marble/Tile/Grout Water Marks On Ceiling/Cabinets Caulk/Formica/Refinish Caulk/Formica/Refinish Water Marks On Ceiling/Cabinets Water Marks On Ceiling/Cabinets <u>Sink</u> Sink Sealed To Counter **Sink** <u>Sink</u> Surface/Touch-Up Paint Sink Sealed To Counter Sink Sealed To Counter Pop-Up Surface/Touch-Up Paint Surface/Touch-Up Paint Faucet (PUTTY)/Handles/Indexes Pop-Up Pop-Up Faucet Seat/Stem/Aerator Faucet (PUTTY)/Handles/Indexes Faucet (PUTTY)/Handles/Indexes Caulking Faucet Seat/Stem/Aerator Faucet Seat/Stem/Aerator Angle Stops/Supply Lines (RUST) Caulking Caulking Waste Pipes/Drains Angle Stops/Supply Lines (RUST) Angle Stops/Supply Lines (RUST) Moisture Meter Test Under Sink Waste Pipes/Drains Waste Pipes/Drains Shelf/Wall Underneath Moisture Meter Test Under Sink Moisture Meter Test Under Sink Shelf/Wall Underneath Shelf/Wall Underneath **Toilets** Tank/Bowl/Lid - Crack Inspection **Toilets Toilets** Toilet Seat - Crack Inspection Tank/Bowl/Lid - Crack Inspection Tank/Bowl/Lid - Crack Inspection Flange/Gasket/0-Ring Toilet Seat - Crack Inspection Toilet Seat - Crack Inspection Washers/Caps Flange/Gasket/0-Ring Flange/Gasket/0-Ring Fill Valve Washers/Caps Washers/Caps Flush Valve Fill Valve Fill Valve Handle Flush Valve Flush Valve Angle Stop Handle Handle Toilet Flapper/Dye Tabs Angle Stop Angle Stop Toilet Mount Toilet Flapper/Dye Tabs Toilet Flapper/Dye Tabs Moisture Meter Test Behind Toilet Toilet Mount Toilet Mount Moisture Meter Test Behind Toilet Moisture Meter Test Behind Toilet **Miscellaneous Bathroom** Window Glass/Rolles/Oil Windows Miscellaneous Bathroom Miscellaneous Bathroom Blinds/Screens/Locks Window Glass/Rolles/Oil Windows Window Glass/Rolles/Oil Windows Doors/Frames/Hinges Blinds/Screens/Locks Blinds/Screens/Locks Door Knob/Stops Doors/Frames/Hinges Doors/Frames/Hinges Fan & Cover Door Knob/Stops Door Knob/Stops Outlets/Switches/Cover Plates Fan & Cover Fan & Cover Outlets/Switches/Cover Plates Mirror Outlets/Switches/Cover Plates Medicine Cabinet Mirror Mirror Towel Bar/Brackets Medicine Cabinet Medicine Cabinet Paper Holder/Brackets Towel Bar/Brackets Towel Bar/Brackets Floor Tile/Vilyl/Cove Base Paper Holder/Brackets Paper Holder/Brackets Baseboards/Door Casing/Cabinet Trim Floor Tile/Vilyl/Cove Base Floor Tile/Vilyl/Cove Base

Baseboards/Door Casing/Cabinet Trim

Baseboards/Door Casing/Cabinet Trim

**BATHROOM #2:** 

**BATHROOM #3:** 

Job Complete? NO

**BATHROOM #1:**