

# WALK-THROUGH CHECKLIST



**ALJ Properties, LLC**  
"There when you can't be!"

**Customer Name:** Mr. John Doe  
**Customer Address:** 123 State Road  
Port St. Lucie, FL 34986

**Inspection Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_

**Scheduled Visit #:** \_\_\_ of \_\_\_ 2017/2018 Season

**215-588-6917**

		S	U	COMMENTS
<b>LAWN &amp; LANDSCAPING</b>				
Lawn	Visual Inspection			
Landscaping	Visual Inspection			
<b>HOME EXTERIOR</b>				
Security Check	Visual Inspection			
Damage Check	Visual Inspection			
Newspapers and Flyers	Clean Up & Remove			
Mail	Check & Forward			
<b>HOME INTERIOR</b>				
Security System	Ensure System is in Working Order			
Security Check	Check Water Level			
Air Conditioner	Check Settings / Record Temps			
Circuit Breakers	Visual Inspection			
Smoke Detectors	Ensure Properly Working (Batteries)			
Water Heater	Visual Inspection			
Clothes Washer	Leave Door Open			
<b>KITCHEN</b>				
Sink	Check for Leaks/Moisture			
Faucet	Run Water			
Garbage Disposal	Run Water / Plug Disposal			
Dishwasher	Run / Leave Water Off			
Refrigerator	Check / Door Open/Water Off			
<b>LAUNDRY ROOM</b>				
Clothes Washing Machine	Door Open/Water Off			
Utility Sink	Check for Leaks/Moisture			
Faucet	Run Water			
<b>BATHROOMS</b>				
Sinks	Check for Leaks/Moisture			
Showers and Bathtubs	Check for Leaks/Moisture			
Faucets	Run Water			
Toilets	Flush			
<b>OVERALL INTERIOR</b>				
Mold/Mildew Check	Check Throughout Home			
Water Intrusion	Check Throughout Home			
Pest Infestation	Check Throughout Home			
Indoor Plants	Water if Necessary			
<b>LANAI &amp; POOL AREA</b>				
Swimming Pool	Work w/Pool Service when necessary			
Pool Pump	Visual/Audible Inspection			
Lanai Furniture (If left outside)	Make sure it is secured			
<b>PHOTO DOCUMENTATION</b>				
Exterior & Interior	As necessary for repair			

SAMPLE FORM

MISC. COMMENTARY

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Inspected By (Signature) \_\_\_\_\_ Date of Inspection \_\_\_\_\_

**S** = Satisfactory  
**U** = Unsatisfactory