

Your house was checked today _____ by _____.

Interior:

- All phones and intercoms operating. Check all lines.
- All TVs operational and Comcast or DirecTV operating properly
- All Audio/Visual equipment operational
- Wifi for computers is operational
- Elevator operational
- Exercise equipment functioning properly

Kitchen:

- Oven, stove and microwave checked and operational
- Refrigerator/Freezer operational/Filters up to date
- Undersink water filters checked and up to date
- Any other appliances checked and operational
- All appliance clocks and room clocks set to proper time
- All knobs on all cabinets secure and all cabinets close properly

Plumbing:

- All aerators checked and cleaned if necessary
- All showers, baths, sinks checked for hot and cold operation
- All fixtures checked for leaks and under all sinks for leaks
- Water heater taken off Vacation Mode
- Recirculating pumps turned on
- Exercise valves in showers

Electric/Gas

- All interior lighting checked and bulbs replaced as needed
- All exterior lighting checked and bulbs replaced as needed (landscape, coach, security, garage and dock)
- All ceiling fans operating properly at all speeds and not making noise
- All pilot lights lit and operational
- Fireplace operating and remote operational
- Smoke detector batteries changed? Y or N

HVAC

- AC checked and operational in every room in the home
- Heat checked and operational
- Air left on COOL and 74 degrees
- Humidistats set to ON position

Exterior:

- All outdoor furniture cleaned and placed outside
- All cushions professionally cleaned and placed on furniture
- Tiki torches placed and filled
- All fountains cleaned and operational
- Propane tanks filled for grill or generator
- Gutters cleaned and debris removed and all exterior blown clean of debris
- Exterior planters checked for mold and paint touch up if needed
- Window sills and privacy walls cleaned
- Pool is clean. Pool pumps AND spa pumps all operational
- Pool heater operational. Turned on if desired to _____ degrees.
- Landscape looks good and healthy
- Grill clean (professional cleaning upon request) and operational
- Gates operational: manual and automatic

Garage:

- Garage doors operating properly and remotes in cars operating properly
- Garage blown of any debris
- Bike tires filled with air
- Check lights in garage door opener motors

Golf cart:

- Water level and battery checked. When filling batteries, just cover the metal plates
- Clean windshield and shiny white body panels, including seats
- Tires checked
- Test drive

Cars:

- Washed, fueled and backed in to garage
- Taken for maintenance if necessary and if requested
- Check tire pressure

Boats, Jetskis, Dock:

- Boat lift maintained and operational
- Jet skis operational and covered
- Dock/floating dock checked and cleaned. Ladders set in UP position. Equipment checked and secure.

On request:

- Int/Ext window and mirror cleaning
- Powerwash of house and all walking paths, dock and roof
- Rugs and carpets cleaned / Marble floors cleaned and honed
- Professional grill cleaning
- Housecleaner set up to clean

- Alarm operational and set (if requested). All doors secure and locked.**
- Housekeeper called to come in and clean (if already in place by client)**