



GETAWAY VALET HOME WATCH CHECKLIST

CLIENT: _____

ADDRESS: _____

DATE OF VISIT: _____ TIME IN: _____ TIME OUT: _____

THIS IS A BASIC EXAMPLE - WE WILL CUSTOMIZE YOUR CHECKLIST FOR YOUR WANTS/NEEDS

Upon Arrival:

- Exterior check of grounds, landscape, pests, lawn and sprinklers.
- Visual check of outdoor light fixtures.
- Visual exterior check including roof, AC units, fence, mail box. Outside water spigots.
- Enter home, check security system.

Interior Inspection by Performing a Thorough Walk Through:

- Check all windows and doors to insure they are locked and water tight.
- Visual check for signs of water damage, mold and mildew, including baseboards, ceilings, walls and floors.
- Cycle the water: flush toilets, run water in sinks (including garbage disposal), tubs and showers.
- Physically feel flex lines and drains for water all sinks, toilets, laundry sink.
- Run garbage disposal.
- Check the hot water heater – it must be turned off at circuit breaker when water main is off.
- Check for insects, pests and rodents.
- Short cycle dishwasher.
- Short cycle washing machine.
- Check closets and storage cabinets.
- Verify AC and de-humidistat settings; adjust as necessary.
- Check refrigerator, freezers and wine coolers for proper temp and operation.
- Make sure icemaker is in 'Off' position.
- Reset clocks after power outage.
- Check circuit breaker panels.
- Check garage and make sure door to garage is locked.
- Put out/take in trash as necessary.

Spa & Spa Area

- Check water level and condition of water.
- Check equipment and Spa System.
- Check locks, straps, etc.

Departure

- Turn off hot water heater breaker.
- Final departure "Look. Listen. Lock."
- Enable security system, lock doors.

Notes and Irregularities/Recommendations to Homeowner: _____

If we are 'in the neighborhood', we will do a visual exterior inspection for our peace of mind as well as yours!