

Home Watch Service Checklist

Client: _____ Address: _____

Date: _____ Time of Arrival: _____ Departure: _____ Inspected by: _____

✓ **Completed** (with comments if applicable)

- Structure Damage: House & Yard perimeters
- Check interior and exterior of residence, including windows, and screens for trespassing, intrusion, vandalism, weather damage. Secure all locks.
- Serve as contact for local authorities.
- Check plumbing for leaks under all sinks, toilets and hot water heater. Flush all toilets and run water in sinks.
- Check refrigerator and freezers temperature.
- Inspect screen enclosed patio for damage/tampering.
- Remove newspapers and advertising circulars, bring in mail and trash cans, and sweep around front entrance.
- Check lights around inside house and replace bulbs if necessary.
- Check alarm system.
- Check that all doors and windows are locked.
- Check heating and air conditioning temperature settings and filters.
- Run garbage disposals (to lubricates seal).
- Remove all food/trash and prepare home for your next visit.
- Check electrical box for tripped breakers.
- Check smoke detectors and replace batteries if necessary.
- Check pool and lawn that services are done properly.
- Check heating and air are working properly, by turning on and off.
- Run dishwasher's short cycle once a month to help lubricate seals, and stops odors and insects.

- Check home and garage for insects, pest, wasp and mold.
- Check roof and gutter from ground level, for visual damage or obstruction.
- Check that garage door opener is unplugged or locked.
- Take digital pictures of inside and/or outside if required.
- Makes sure gates are closed.
- ‘LOOK, LISTEN, LOCK’
- Immediate reporting

✕ Additional Services Requested ✓ Completed

- Start car weekly, check tires for flat spots. Take car to be cleaned or detailed. Bring in for service or top off tank.
- Charge golf cart.
- Seasonal home opening/closing of house.
- Conduct post-storm visual inspection for severe weather damage.
- Remove all perishable food inside house, remove trash, and prepare home for next visit or winter.
- Take car for service or car wash.
- Take digital pictures inside and outside if required.
- Clean windows.
- Clean carpets.
- Housekeeping and cleaning prior to your arrival and following departure.
- Turn heat or air on prior to arrival.
- Monitor home-improvement projects (we will be there during these services to open and close your home).
- Alarm response (please provide them our contact info).
- Receive deliveries for you.

We work with many reliable service companies such as handyman, electricians, plumbers, heating and air, etc. We will be there during these services to open and close home.



251.213.0448 or 404.386.4092

Notes & Recommendations:
