

Property Management
Checklist



Client Name:

	Date					
External Check						
Perimeter walk round						
Forced entry check						
Pest check						
Leaks, damp or any external damage						
Pump is not running						
Hoses are off						
Roof from outside						
Condition of swimming pool						
Garden Condition						
Internal Check						
Air property (open windows and doors)						
Check power to the property (turn on/off a selection of lights)						
Run taps & check water condition						
Flush toilets						
Pest check						
Leaks, damp or any internal damage						
Turn off lights and secure property						
"Customer bespoke requirements here"						
"Customer bespoke requirements here"						
"Customer bespoke requirements here"						
Problem Record						
Please ensure you record this information on the "report problem to office form"						
Initial						