

Home Watch Visit Report

Business name: _____

Phone: _____ Email: _____

License / insurance reference (optional): _____

Visit details

Property: _____

Client: _____ Date: _____

Arrived: _____ Departed: _____

Visit type: routine / pre-arrival / post-departure / storm / follow-up

Visited by: _____ Weather: _____

*Agreed visual checks only, from safe accessible areas. Clear = no obvious issue observed, not a guarantee. N-A = not accessible / not applicable; explain in notes. No ladders, repairs, or equipment testing. Label attached photos.

Exterior

Item checked	Condition*
Roofline, gutters and shingles visible from ground	Clear / Flagged / N-A
Exterior walls, soffits and fascia	Clear / Flagged / N-A
Windows and doors - closed, locked, undamaged	Clear / Flagged / N-A
Screens, lanai and pool cage	Clear / Flagged / N-A
Driveway, walkways and landscaping	Clear / Flagged / N-A
Signs of pests, wasps or rodent activity	Clear / Flagged / N-A
Mail / packages collected only if agreed	Clear / Flagged / N-A
Visible condition of shutters / outdoor furniture	Clear / Flagged / N-A

Interior

Item checked	Condition*
Front door and alarm - disarmed and re-armed	Clear / Flagged / N-A
Accessible rooms; lights / blinds as agreed	Clear / Flagged / N-A
Visible ceiling / wall stains, bubbling or cracks	Clear / Flagged / N-A
Floors dry underfoot, no buckling	Clear / Flagged / N-A
Windows and sliders locked	Clear / Flagged / N-A
Odours - musty, gas, sewer, burning	Clear / Flagged / N-A
Interior doors left as the owner asked	Clear / Flagged / N-A

Systems & readings

Item checked	Condition*
A/C or heat running, thermostat at agreed setting	Clear / Flagged / N-A
Humidity reading	Clear / Flagged / N-A
Water heater - no corrosion, pan dry	Clear / Flagged / N-A
Accessible under-sink areas - visible leaks	Clear / Flagged / N-A
Water fixtures operated only if agreed and safe	Clear / Flagged / N-A
Water shut-off valve as agreed	Clear / Flagged / N-A
Refrigerator and freezer running	Clear / Flagged / N-A
Visible panel exterior only; do not open or reset	Clear / Flagged / N-A
Washer and dryer hoses dry	Clear / Flagged / N-A
Irrigation, pool pump and equipment	Clear / Flagged / N-A

Thermostat set to: _____ Actual temp: _____ Humidity: _____

Temperature unit: F / C Humidity: % RH

If you suspect gas, fire, an intruder, or another immediate danger, leave the area and contact emergency services from a safe location. Notify the owner; do not investigate or attempt repairs.

Items flagged this visit

1. What was found: _____

Where: _____

Photos attached / photo references: _____

Recommended action: _____

Urgency: immediate / prompt / routine Owner notified at: _____

2. What was found: _____

Where: _____

Photos attached / photo references: _____

Recommended action: _____

Urgency: immediate / prompt / routine Owner notified at: _____

Authorized extras / owner contact

Description: _____ Charge: _____

Description: _____ Charge: _____

Notes / contact method / owner instructions

Next visit

Scheduled for: _____

Report sent at / method: _____

Signature: _____ Date: _____