

Your Home Watch Company

Home Watch Visit Report

Report Number: SAMPLE

Sample report. Not a real visit. Generated to preview your checklist.

Client & Property Info

Client Name:	Sample Client	Property Address:	123 Example Lane, Sample City
Visit Date:	October 8, 2026 (EDT)	Visit Started:	10:15 AM EDT
Visit Performed By:	Alex Morgan	Check-In Location:	-

Checklist Details

1. Exterior - Property & Grounds

1.1. General Walkaround

Item #	Description	Status	Flagged	Notes	Photos
1.1.1	Perform 360-degree walk of property	PASS	No	Walked the full perimeter of the property. Everything looked in order.	
1.1.2	Look for signs of vandalism, theft	PASS	No	No signs of forced entry, vandalism or theft anywhere on the property.	
1.1.3	Check for drainage problems	FAIL	FLAGGED	Standing water pooled against the base of a wall after recent rain. Recommend regrading or adding a downspout extension.	

1.2. Structure & Surfaces

Item #	Description	Status	Flagged	Notes	Photos
1.2.1	Inspect siding, soffits, windows, roof, gutters	FAIL	FLAGGED	Gutter is packed with leaves and small branches and overflowing at the roof edge. Recommend a gutter cleaning.	

1.3. Water & Utilities

Item #	Description	Status	Flagged	Notes	Photos
1.3.1	Check exterior leaks, lights, meter	PASS	No	No exterior leaks, lights working, and the meter reading is steady.	

1.4. Mail & Deliveries

Item #	Description	Status	Flagged	Notes	Photos
1.4.1	Bring in mail, packages, flyers	PASS	No	Collected the mail and one package and placed them on the entry table.	

2. Exterior - Lawn, Garden & Pool

2.1. Lawn & Garden

Item #	Description	Status	Flagged	Notes	Photos
2.1.1	Assess plant health, irrigation, service completion	PASS	No	Plants look healthy, sprinklers cover evenly, and the lawn service has been done.	

2.2. Pool/Spa

Item #	Description	Status	Flagged	Notes	Photos
2.2.1	Water level, debris, pump status	PASS	No	Water level is good, no debris, and the pump is running normally.	

3. Interior - Security & Access

3.1. Windows & Doors

Item #	Description	Status	Flagged	Notes	Photos
3.1.1	Check all access points for closure and locks	YES	No	Yes, all doors and windows are closed and locked.	

3.2. Security System

Item #	Description	Status	Flagged	Notes	Photos
3.2.1	Verify armed/disarmed status	YES	No	Yes, system is armed as instructed.	

4. Interior - Environment & Utilities

4.1. HVAC

Item #	Description	Status	Flagged	Notes	Photos
4.1.1	Check functionality, filters, condensation, humidity	PASS	No	System cycles normally, filter is clean, condensate line is dry, and humidity is steady around 48%.	

4.2. Plumbing

Item #	Description	Status	Flagged	Notes	Photos
4.2.1	Run faucets, flush toilets, check for leaks	FAIL	FLAGGED	Slow drip from the drain trap under the kitchen sink and the cabinet floor is damp. Tightened the fitting for now, recommend a plumber check it.	

4.3. Electrical & Safety

Item #	Description	Status	Flagged	Notes	Photos
4.3.1	Inspect breakers, detectors	PASS	No	All breakers are in line and the detectors are in place and working.	

4.4. General Interior

Item #	Description	Status	Flagged	Notes	Photos
4.4.1	Look for signs of mold, pests, water damage	PASS	No	No mold, pests or water damage seen inside.	

5. Interior - Appliances & Other

5.1. Appliances

Item #	Description	Status	Flagged	Notes	Photos
5.1.1	Inspect refrigerator, dishwasher, washing machine	PASS	No	Refrigerator is cold, dishwasher is clean and dry, and the washer shows no leaks.	

5.2. Additional Items

Item #	Description	Status	Flagged	Notes	Photos
5.2.1	Vehicle battery checks, golf cart, boat, hurricane shutters	PASS	No	Golf cart is plugged in and charging, and the shutters are in good order.	

6. Departure Tasks

6.1. Final Checks

Item #	Description	Status	Flagged	Notes	Photos
6.1.1	Lights, thermostat, main valves, security system, locks	YES	No	Yes, thermostat set to 76°F, main valve checked, system armed, and all doors locked.	

Final Notes

The home is in good shape overall. The drainage, gutter and under-sink items are noted above and I recommend following up on them. Thank you for trusting me with your home.

Signature

Alex Morgan