

Summer Checklist for Facility Maintenance

Inspector Information

Question	Response		Comments
Has the HVAC system been serviced this season?	Yes	No	
Are there any leaks or standing water near or around pumbing and irrigation pipes?	Yes	No	
Is there any presence of damage from wind, hail, or water?	Yes	No	
If exterior lighting is on a timer, have the timers been adjusted for longer daylight hours?	Yes	No	

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Are there any leaves, debris, or damage, in any gutters or downspouts?	Yes	No	
Is there any weathering or paint / mortar failure on the siding?	Yes	No	
Is there any caulking deterioration on exterior surfaces?	Yes	No	
Is there any damage around window sills, door sills, or thresholds?	Yes	No	
Are there any signs of cracking, heaving, or deterioration in the foundation walls, floors, concrete, or masonry?	Yes	No	
Are roofs surface flashing, eaves, and soffits clean and free of damage?	Yes	No	
Are there any loose members or deterioration in the stairs or railings?	Yes	No	
Is all vegatation and overgrowth trimmed and cut back from all structures and fixed equipment?	Yes	No	