

Leaks, staining, odor and visible growth, recorded where they are found.

25 items in 9 areas. Tick one rating per item; write what you see, and number any photo you take next to the item it belongs to.

PROPERTY _____

INSPECTED BY _____

DATE _____

Scale: ☐ Good ☐ Fair ☐ Poor ☐ N/A · Fair and Poor items become work orders in the app

THE REPORT

What was reported, by whom,
and when

☐ Good ☐ Fair ☐ Poor ☐ N/A

Unit or area occupied; resident
present

☐ Good ☐ Fair ☐ Poor ☐ N/A

KITCHEN

Under-sink cabinet: leaks,
swelling, staining

☐ Good ☐ Fair ☐ Poor ☐ N/A

Dishwasher, refrigerator line &
surrounding floor

☐ Good ☐ Fair ☐ Poor ☐ N/A

BATHROOMS

Tub & shower caulk and grout

☐ Good ☐ Fair ☐ Poor ☐ N/A

Toilet base & supply line

☐ Good ☐ Fair ☐ Poor ☐ N/A

Exhaust fan runs and vents

☐ Good ☐ Fair ☐ Poor ☐ N/A

Ceiling & upper walls: staining or
visible growth

☐ Good ☐ Fair ☐ Poor ☐ N/A

LIVING AREAS

Window sills & frames:
condensation, staining

☐ Good ☐ Fair ☐ Poor ☐ N/A

Exterior walls & corners behind
furniture

☐ Good ☐ Fair ☐ Poor ☐ N/A

Ceiling stains below a bathroom,
roof or unit above

☐ Good ☐ Fair ☐ Poor ☐ N/A

Musty odor (where it is
strongest)

☐ Good ☐ Fair ☐ Poor ☐ N/A

UTILITY

Water heater & pan	_____	☐ Good	☐ Fair	☐ Poor	☐ N/A
Washer hoses & drain	_____	☐ Good	☐ Fair	☐ Poor	☐ N/A
HVAC drain line, pan & air handler closet	_____	☐ Good	☐ Fair	☐ Poor	☐ N/A
BELOW GRADE					
Basement or crawlspace: standing water, efflorescence	_____	☐ Good	☐ Fair	☐ Poor	☐ N/A
Sump pump runs	_____	☐ Good	☐ Fair	☐ Poor	☐ N/A
EXTERIOR					
Gutters & downspouts discharge away from the building	_____	☐ Good	☐ Fair	☐ Poor	☐ N/A
Grading & drainage at the foundation	_____	☐ Good	☐ Fair	☐ Poor	☐ N/A
Roof, flashing & penetrations above the area	_____	☐ Good	☐ Fair	☐ Poor	☐ N/A
READINGS					
Moisture meter reading at the worst spot (if a meter was used)	_____	☐ Good	☐ Fair	☐ Poor	☐ N/A
Extent of affected area, measured	_____	☐ Good	☐ Fair	☐ Poor	☐ N/A
NEXT STEPS					
Source found and stopped, or not yet	_____	☐ Good	☐ Fair	☐ Poor	☐ N/A
Licensed remediator or assessor needed	_____	☐ Good	☐ Fair	☐ Poor	☐ N/A
Resident and owner or board notified	_____	☐ Good	☐ Fair	☐ Poor	☐ N/A

SUMMARY AND ACTION ITEMS

SIGNATURES

Inspector

Resident / client

Date