

Office, retail, or mixed-use inspection.

15 items in 4 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

EXTERIOR

Roof, parapet & drainage _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

Facade & signage _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

Parking lot & striping _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

Exterior lighting _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

COMMON AREAS

Lobby / entrance _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

Elevators _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

Restrooms _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

Stairwells & corridors _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

SYSTEMS

HVAC / rooftop units _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

Electrical & panels _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

Plumbing & water heaters _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

Sprinkler / fire suppression _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

SAFETY

Fire extinguishers & alarms _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

Emergency / exit signage _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

ADA accessibility _____ ☐ Good ☐ Fair ☐ Poor ☐ N/A

SUMMARY AND ACTION ITEMS

SIGNATURES

Inspector

Resident / client

Date