

HOMEOWNER INSPECTION CHECK LIST

Suite #: _____

Inspection Date: _____

Conducted by: _____

Phone: _____

Component	Items to Review	Condition	
		Acceptable	Not Acceptable
Sealant	Inspect sealant for cracking, loss of adhesion, bulging or lack of flexibility.		
Windows and Skylights	Inspect weather-stripping, seals, weep holes and especially perimeter sealant and flashing slope.		
Exhaust Vents	Inspect for lint accumulation in screens, corrosion and perimeter sealant and flashing slope.		
Doors	Inspect hardware, weather-stripping and alignment.		
Flashings	Inspect for corrosion, proper slope and joint sealant failure.		
Balcony Membranes	Inspect for damage, wear, blistering, peeling or splitting.		
Flat Roofs	Inspect for physical damage, blistering or cracking and drain blockages.		
Concrete	Inspect for cracking, spalling or staining.		
Paint	Inspect for staining, discolouration, fading, chalking, peeling, cracking or blistering.		

Any component deemed not acceptable should be explained in detail on the reverse of this form.

COMMON AREA INSPECTION CHECK LIST

Building Elevation: _____ Inspection Date: _____

Floor Number: _____ Suite #: _____

Conducted by: _____

Component	Items to Review	Condition	
		Acceptable	Not Acceptable
Sealant	Inspect sealant for cracking, loss of adhesion, bulging or lack of flexibility.		
Windows	Inspect weather-stripping, seals, weep holes and especially perimeter sealant and flashing slope.		
Exhaust Vents	Inspect for lint accumulation in screens, corrosion and perimeter sealant and flashing slope.		
Doors	Inspect hardware, weather-stripping and alignment.		
Flashings	Inspect for corrosion, proper slope and joint sealant failure.		
Balcony Membranes	Inspect for damage, wear, blistering, peeling or splitting.		
Flat Roofs and Decks	Inspect for physical damage, blistering or cracking.		
Drains	Check for drain blockages.		
Concrete	Inspect for cracking, spalling or staining.		
Paint	Inspect for staining, discolouration, fading, chalking, peeling, cracking or blistering.		

Any component deemed not acceptable should be explained in detail on the reverse of this form.

MAINTENANCE REPORT FORM

Date: _____

Maintenance Required:

Location:

Reported by:

Suite Number: _____

Action Taken:

Date Completed: _____

Approval: _____