

**CLUB WEST  
VACANT UNIT INSPECTION REPORT**

**HVAC SYSTEM:**

(Thermostat must be set no lower than 59 degrees)

- Thermostat Setting: \_\_\_\_\_ Degrees
- Actual Room Temperature: \_\_\_\_\_ Degrees
- Humidifier Drain system working properly

**ELECTRICAL SYSTEM:**

- Inspect electrical breakers to be sure no breakers are in the **OFF** or **Tripped** position

**PLUMBING:**

(Check fixtures, pipes and drains for leaks and water flow)

**Master Bathroom**

- Sinks: faucet, shut off valves, and waste line
- Toilet and shut off valve
- Shower/Bathtub

**Guest Bathroom**

- Sink: faucet, shut off valves, and waste line
- Toilet and shut off valve
- Shower/Bathtub

**Powder Room (if applicable)**

- Sink: faucet, shut off valves, and waste line
- Toilet and shut off valve

**Kitchen**

- Sink: faucet, shut off valves, and waste line
- Water line and shut off to refrigerator ice maker (if applicable)

**Bar Sink**

- Sink: faucet, shut off valves, and waste line
- Water line and shut off to refrigerator ice maker (if applicable)

**Windows and Doors**

(Check all windows and sliding doors throughout the unit to be sure they are closed and locked.)

- Kitchen
- Dining Room
- Living Room
- Den
- Guest Bedroom
- Master Bedroom

**Summary**

- I found no deficiencies/or deficiencies were found and all were corrected.
- I found the following deficiencies and they still need to be corrected (please state what action will be taken to remedy the problems.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*This inspection was performed by* \_\_\_\_\_ *on* \_\_\_\_\_.

(Signature) (Date)

\_\_\_\_\_  
(Please Print Name)