

# Home Watcher Checklist

Village Plaza requires all residents who are away from the unit they own for more than 30 consecutive days to engage a home watcher and have that person be responsible to take a look at all areas outlined below.

A home watcher's diligence could save you thousands in unnecessary expense and aggravation.

This checklist points out the critical items a home watcher should look for on your behalf. when visiting your home.

You should also leave a list of the repair people you would have them call to mark repairs / inspect problems.

Include your plumber, electrician, AC service firm. **AND REMEMBER Pestguard visits are FREE.**

Their visit to your home should include a careful eye on each of the following. **Any problem that could be impacting one of your neighbors should be reported to the VP board via phone or work order immediately.**

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## PLUMBING RELATED

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| <input type="checkbox"/> <b>PIPES NEED TO GET WET:</b> Turn the unit's water on ... and <b>FLUSH EACH TOILET AT LEAST 3 TIMES</b> during each visit                                                    | <input type="checkbox"/> <b>PROTECT THE AC:</b> Add ½ cup of vinegar to the AC condensate line – 30 minutes later add 16 ounces of water.                                                              |
| <input type="checkbox"/> <b>RUN WATER</b> in each tub/shower plus in all sinks in kitchen / all baths / laundry tub for at least 5 minutes. <b>Including RUN GARBAGE DISPOSAL for one full minute.</b> | <input type="checkbox"/> <b>LEAKS?</b> As the water is running open cupboards under each sink / look behind the toilet and around the laundry room. See any signs of leaks? <b>REPORT IMMEDIATELY.</b> |
| <input type="checkbox"/> <b>REPORT ANY PROBLEM IMMEDIATELY ... WATER LEAKS WILL TURN INTO MOLD</b> if unattended. And can really mess with your neighbor's property too.                               | <input type="checkbox"/> <b>DON'T FORGET TO TURN THE WATER OFF ONCE YOU'VE COMPLETED YOUR CHECKS.</b>                                                                                                  |
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## FLOORS /CEILING / INDOOR AND OUTDOOR

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| <input type="checkbox"/> <b>SMELL.</b> Are you aware of any stale / mildewy odor? Likely a problem with AC or an undetected leak.                                                                                                                                  | <input type="checkbox"/> <b>TEMP / HUMIDITY:</b> Check Thermostat / AC working OK                                                                                                                                              |
| <input type="checkbox"/> <b>LOOK UP. SIGNS OF ROOF LEAKS?</b> Look at ceilings in each room. Wet spots on the ceiling can be from the roof, your upstairs neighbor or your AC condensate line. <b>REPORT LEAKS IMMEDIATELY.</b>                                    | <input type="checkbox"/> <b>Check patio / lanai</b> for signs of standing water, leaks, screen damage or any container with standing water. (Dump the water, turn the receptacle upside down to discourage mosquito breeding.) |
| <input type="checkbox"/> <b>SEE ANY SIGN OF BUGS?</b> Take a look around both inside and on balcony / patio / lanai for insects, alive or dead or evidence of rodents. Look for termite activity... see wings? Their 'frass' looks like sawdust or coffee grounds. | <input type="checkbox"/> <b>2nd floor condo units</b> – check that leaves and debris are not blocking drain lines from patios. Clear the drains / remove leaves.                                                               |
| <input type="checkbox"/> <b>WINDOWS AND DOORS</b> Check that entry points are secure, locked.                                                                                                                                                                      | <input type="checkbox"/> <b>LISTEN</b> for a failing smoke detector. (intermittent 'beeping')                                                                                                                                  |
| <input type="checkbox"/> <b>CHECK THE FRIDG:</b> Is it cold inside? Freezer working? <b>Turn ice maker off</b> if you aren't emptying the bin.                                                                                                                     | <input type="checkbox"/> <b>DID YOU TURN THE WATER OFF?</b>                                                                                                                                                                    |

**ALL GOOD? LOCK THE DOOR AND DON'T**

**FORGET TO COME BACK SOON!**