

# Inspection Checklist for Maintenance and Repairs

## Instructions

Use this checklist to identify maintenance and repair needs that influence dampness and mold growth. Make sure to provide specific details such as where, how often, what types of materials are affected and the degree of damage. Use this information to develop a list of maintenance and repairs for the owner. Some questions in this checklist may not be applicable. This checklist may not address all maintenance and repair needs that affect the durability and safety of a building.

### EXTERIOR ROOFS AND GUTTERS

- Are there any leaks, broken or curled shingles, areas that sag, holes, standing water or overflowing gutters?
- Are flashings and seals around chimneys, skylights and other penetrations well sealed and in good condition?

### EXTERIOR WALLS

- Are there missing bricks, cracks, warping, or deteriorated siding?
- Are penetrations through exterior walls for wiring, cable, and plumbing well sealed?
- Is any exterior paint peeling or flaking? outside?
- Does water spill onto siding or stand against the foundation because of leaking, overflowing or absent gutters?
- Are any hose bibs on the outside leaking?
- Is soil or vegetation in contact with the siding of the house?
- Do crawlspace doors close snugly?

### EXTERIOR DOORS AND WINDOWS

- Are doors and windows well sealed against air and water?
- Are there loose, damaged window frames, flashings, caulking or peeling paint?

### LANDSCAPING

- Does landscaping slope away from the home?
- Are sprinklers directed away from exterior walls?

### BATHROOMS

- Are there cracks in tile, grout, caulk or plastic/fiberglass shower stalls and bathtubs where water can seep in through?
- Are toilet seals tight and is there any rust around the toilet base?
- Are there any plumbing leaks under sinks, or evidence of water damage inside vanities or cabinets?
- Does the floor feel soft or that stays damp?
- Do the bathroom windows or mirrors stay fogged up for more than 15 minutes?
- Is there an openable window? Is there a bathroom exhaust fan? Does bathroom fan operate properly? Toilet paper should stick to the fan housing.

### UTILITY AND LAUNDRY ROOMS

- Is there rust around the hot water heater?
- Are there any signs of dampness around the hot water heater or evidence of water damage?
- Is the clothes dryer vent clean? Does the vent terminate outside?
- Are there leaks under the any utility sinks?

### KITCHENS

- Is there any moisture under or behind the refrigerator?
- Are there any leaks in the icemaker supply line?
- Are there any leaks under or around the dishwasher, sinks or backsplashes?
- Is there evidence of deteriorated or water damage to kitchen cabinets?

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### ATTIC

- Is insulation clean and dry? Are there musty smells in the attic?

### PLUMBING

- Are there any leaks in any hot and cold water connections, brittle hoses or deteriorated clamps on any supply lines?
- Are there any broken traps, pipes or overflows from drain lines?

### BASEMENT AND CRAWLSPACE

- Is there a sump pump? Does it function properly? Do foundation/basement walls feel damp?
- Is there any peeling or bubbling paint or mineral crystals on brick or block foundation walls?
- Are there any signs of water damage underneath bathrooms, kitchens or laundry areas?
- Is there a vapor retarder in the crawlspace? Does the vapor retarder cover 100% of the crawlspace floor?
- Is there ever any standing water in the crawlspace? Are there musty smells or visible mold growth in the crawlspace?

### AIR CONDITIONING AND HEATING

- Have there been condensate leaks or overflows. Has the cooling unit ever frozen up? Does condensate drain away freely and to the outside? Is there standing water or rust in the condensate pan?
- Do air ducts in the attic or crawl space sweat?
- Are heating and cooling systems inspected at least twice a year by a qualified technician?
- If wood, oil or gas is used as a fuel source are flues and chimneys inspected at least once a year?

- Is there a working carbon monoxide detector? Is there a working smoke detector?
- Who changes filters? When are filters changed? What types of filters are used?

### GENERAL

- Are there cockroaches or other insects in the home? What actions have you and the owner taken?
- Have there been mice or rats in the home? What actions have you and the owner taken?
- Does carpet over slab on-grade floors feel damp for more than 48 hours?
- Has wall to wall carpet ever been commercially steam cleaned?
- Are any floors soft, buckled warped or delaminating? Is the evidence of water damage condensation, leaks or drips in closets?
- When and which windows in areas other than bathroom and kitchen fog up?
- Are there any places where there is peeling paint or wallpaper, discoloration, or soft and water damaged interior walls?
- Has there been a history of plumbing or sanitary leaks? Is so describe when, where, size, extent of damage and actions by owner
- If you see visible mold growth describe, locations, types or materials, size of area, degree of damage, and if the source of water is known. Are there musty, earthy or mildew smells in the home.
- Is there a fan/vent over stove and oven? Does it work? Do you use it? Do you know if it vents outside?
- Do you use space heaters? Describe the type of space heaters used and the frequency they are used?
- Does anyone smoke in the building?
- Are scented candles or air fresheners used?