

RESIDENCE INSPECTION REPORT

Date: _____ Building _____ Unit # _____

Owner Contact

Name: _____

Information:

Address: _____

Phone/Cell _____

Email: _____

Home Watch/

Name: _____

Home Inspector Information:

Address: _____

Phone/Cell _____

Email: _____

General Requirements at a Minimum:

Inspections are to be conducted every two weeks of every month that owner/resident is away for a period of two weeks or longer. For extended absences, this form can be completed at the time of the first visit and on subsequent visits it will be sufficient to send an email message attesting to the condition of the unit and that each item below has been accomplished. These messages can be sent to: bellacostabuilding@gmail.com

- Turn water ON in unit
- Run all fixtures, e.g. sinks, lavatories, tubs & showers for a minimum of 3-5 minutes.
- Flush all toilets AT LEAST TWICE
- Check all ceilings in baths, kitchens, closets, and living areas for water stains
- Check around hot water heaters, closets, counters and under kitchen sinks for rodent droppings
- Check AC units for condensate levels and cycle thermostats to ensure system is functioning. When away, thermostats should be set at 78-80° F
- Turn water AND electric hot water to OFF position when leaving the unit.
- If residence has exterior plantings, assure the plants are well watered.
- Resident cars left on property in their absence must be maintained and operational. These vehicles must be relocated as necessary by your inspector.

HOME WATCH INSPECTORS WILL ACKNOWLEDGE TO BOTH OWNERS AND BELLA COSTA BUILDING/MAINTENANCE UPON COMPLETION OF INSPECTIONS ON THIS FORM, ALONG WITH COMMENTS OR FINDINGS.

WHEN COMPLETE, SIMPLY DROP REPORT IN CLUB HOUSE MAILBOX, OR MAIL to: Bella Costa Building & Grounds, 200 Santa Maria St., Venice, FL 34285 -- OR EMAIL TO: bellacostabuilding@gmail.com

NOTE: For every 45 days that pass without reports being submitted, owners will pay the Association \$50 per inspection for Buildings and Grounds to conduct an inspection of their units.