EAGLES LANDING PROPERTY INSPECTION CHECKLIST

	ADDRESS
PROPERTY MANAGER NAME	DATE

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	ITEM	CONDITION / COMMENTS
G	ENERAL OFFICE AREA	
	WALLS	
	TRIM	
	SPRINKLERS	
	PAINT	
	PAPER	
	FLOORS	
	BASEBOARD	
	WINDOWS	
	GLASS	
	DOORS	
	LOCKS / HARDWARE	
	CEILING	
	LIGHTING	
	LIGHTING SWITCHES	
	ELECTRICAL OUTLETS	
	PHONE JACKS	
	INTERNET PORT	
	MAIL DROP	
	SIGNAGE	
	EMERGENCY / INSTRUCTIONAL SIGNAGE	
	DIRECTORY	
	BUILT-INS	
	MINI-SPLIT REMOTE	

ITEM	CONDITION / COMMENTS
RESTROOMS	
WALLS	
TRIM	
SPRINKLERS	
PAINT	
PAPER	
FLOORS	
BASEBOARD	
WINDOWS	
GLASS	
MIRRORS	
DOORS	
LOCKS / HARDWARE	
CEILING	
LIGHTING	
LIGHTING SWITCHES	
ELECTRICAL OUTLETS	
VENTILATION	
SINKS	
RUNNING WATER	
TOILETS	
URINALS	
PLUMBING	
DIVIDERS	
WASTEBASKETS	
VANITY / SHELF	
SOAP DISPENSER	
SANITIZER DISPENSER	
TOWEL DISPENSER	
HAND DRYING UNIT	
PRODUCT DISPENSER	
CHANGING TABLE / UNIT	
SIGNAGE	
BUILT-INS	

	ITEM	CONDITION / COMMENTS
N	MEZZANINE / WAREHOUSE SPACE	
	WALLS	
	TRIM	
	SPRINKLERS	
	PAINT	
	PAPER	
	FLOORS	
	BASEBOARD	
	WINDOWS	
	GLASS	
	DOORS	
	LOCKS / HARDWARE	
	CEILING	
	LIGHTING	
	LIGHTING SWITCHES	
	ELECTRICAL OUTLETS	
	PHONE JACKS	
	INTERNET PORT	
	CABINETRY	
	SIGNAGE	
	EMERGENCY / INSTRUCTIONAL SIGNAGE	
	BUILT-INS	
	CLOSETS / COAT HOOKS	
	HEAT	
	A/C	
	VENTILATION	

	ITEM	CONDITION / COMMENTS
MI	SCELLANEOUS	
		ADDITIONAL COMMENTS
		ABBINIONAL COMMENTO
		PROPERTY MANAGER GOVERNOR

TENANT SIGNATURE	PROPERTY MANAGER SIGNATURE