

Notes/Flags (HHS use): R/O CGCart _____

Home Care Checklist for B&K Heartfelt Home Service

Client: _____ Address: _____

State/Prov: _____ Months: J F M A M J J A S O N D

Door to Enter _____ Enter Premises: yes, each visit/ no, exterior only

Open Interior Water Valves _____ yes, running water _____ no, not running water

Location of Exterior Water Valves _____ Post only _____ Secondary valve : _____

Status of Power to home _____ Will be on _____ Will be off _____ Turn on and off _____ Fridge: ON /OFF

Location of power breakers _____ Post, plus _____ Primary: _____ Other : _____

Status of climate control _____ not used _____ a/c or heat will be on at _____

Special Requests

BASIC

Exterior visual
 Check carport awning for separation
 Interior check on well-being
 Check ceilings for leaks
 Make sure windows are locked
 Check window shields

REGULAR

Exterior visual
 Check carport awning for separation
 Turn on water
 Interior check on well-being
 Circulate water
 Check under sinks for leaks
 Check toilets and check for leaks
 Fill water buckets
 Fill traps with Antifreeze
 Check ceilings for leaks
 Make sure windows are locked
 Check window shields
 Check fridge
 Check climate control is working
 Turn off water

INTENSIVE

Exterior visual
 Check carport awning for separation
 Turn on water
 Interior check on well-being
 Circulate water
 Check under sinks for leaks
 Check toilets and check for leaks
 Fill water buckets
 Fill traps with Antifreeze
 Check ceilings for leaks
 Make sure windows are locked
 Check window shields
 Check fridge
 Check climate control is working
 Turn off water
 Cycle Appliances

Cycle Appliances Yes / No _____ Specifics: Washer / Dryer _____ Dishwasher (white vinegar) _____ Disposal (3-in-1 oil) _____

Flush Reverse Osmosis unit _____

Auto on Premises Yes / No _____ Start Auto _____

Golf Cart on Premises Yes / No _____ Check and Fill Golf Cart Batteries _____ Plug in and Charge Golf Cart _____

Run Irrigation thru Manual Check _____ Water plants by hand _____ Details of outdoor work _____

General Well-Being / Other Details _____

Hot Water Tanks

Number: 1 / 2 / 3 _____ Access? Yes / No _____ Location(s): _____

Date checked: _____ N/A _____ Status: OK / corrosion or rust / dripping or leaking / cannot access / needs work now _____

- * _____ V1 Date: _____ Initials: _____ Int OK / Ext OK / Weeds / Notes: _____
- * _____ V2 Date: _____ Initials: _____ Int OK / Ext OK / Weeds / Notes: _____
- * _____ V3 Date: _____ Initials: _____ Int OK / Ext OK / Weeds / Notes: _____
- * _____ V4 Date: _____ Initials: _____ Int OK / Ext OK / Weeds / Notes: _____
- * _____ V5 Date: _____ Initials: _____ Int OK / Ext OK / Weeds / Notes: _____
- * _____ V6 Date: _____ Initials: _____ Int OK / Ext OK / Weeds / Notes: _____
- * _____ V7 Date: _____ Initials: _____ Int OK / Ext OK / Weeds / Notes: _____
- * _____ V8 Date: _____ Initials: _____ Int OK / Ext OK / Weeds / Notes: _____
- * _____ V9 Date: _____ Initials: _____ Int OK / Ext OK / Weeds / Notes: _____
- * _____ V10 Date: _____ Initials: _____ Int OK / Ext OK / Weeds / Notes: _____
- * _____ V11 Date: _____ Initials: _____ Int OK / Ext OK / Weeds / Notes: _____
- * _____ V12 Date: _____ Initials: _____ Int OK / Ext OK / Weeds / Notes: _____

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Location of power breakers _____ Post, plus _____ Primary: _____ Other : _____

Status of climate control _____ not used _____ a/c or heat will be on at _____

Special Requests

Normal Stick Built House

- Exterior visual
- Check carport awning for separation
- Turn on water
- Interior check on well-being
- Circulate water
- Check under sinks for leaks
- Check toilets and check for leaks
- Fill water buckets
- Fill traps with Antifreeze
- Check ceilings for leaks
- Make sure windows are locked
- Check window shields
- Check fridge
- Check climate control is working
- Turn off water
- Run Appliances

Run Appliances Yes / No _____ Specifics: Washer / Dryer _____ Dishwasher (white vinegar) _____ Disposal (3-in-1 oil) _____

Flush Reverse Osmosis unit _____

Auto on Premises Yes / No _____ Golf Cart on Premises Yes / No _____ Start Auto _____

Check and Fill Golf Cart Batteries _____ Plug in and Charge Golf Cart _____

Run Irrigation thru Manual Check _____ Water plants by hand _____ Details of outdoor work _____

General Well-Being / Other Details _____

Hot Water Tanks

Number: 1 / 2 / 3 _____ Access? Yes / No _____ Location(s): _____

Date checked: _____ N/A _____ Status: OK / corrosion or rust / dripping or leaking / cannot access / needs work now _____

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