

# ACME COMPANY

## CONDO INSPECTION CHECKLIST TEMPLATE



Millstone Avenue - Rutherford | Millstone Avenue,

WEDNESDAY 17TH SEPTEMBER 2025

### SUMMARY

The regular maintenance inspection identified failed repairs by the previous owner. Furthermore, critical safety hazards were found with the breaker box in the laundry closet. The patio deck boards also show signs of severe rot and splintering.

A qualified contractor has been assigned to rectify all these deficiencies to protect the property's value and ensure the safety of the tenants.

### Plumbing

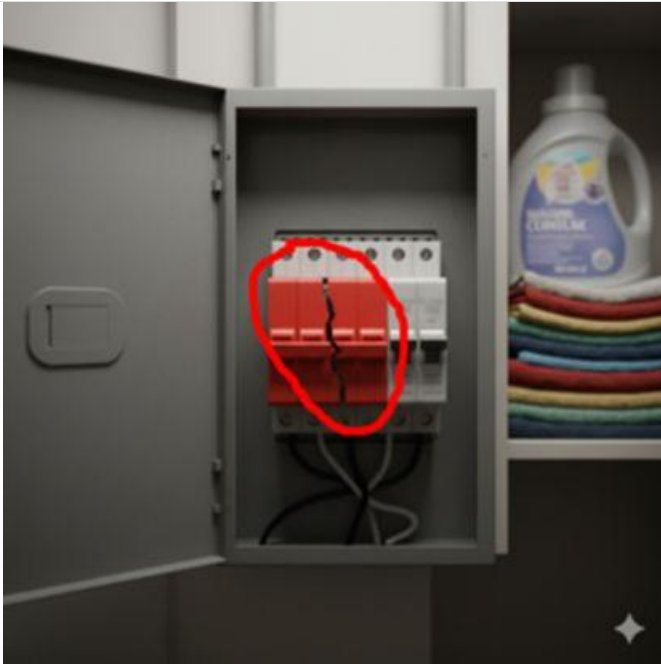
Q#	QUESTION	RESPONSE
1.	Are the pipe connections checked?	YES
2.	Are leaks or potential leaks thoroughly examined?	YES
3.	Is the condition of sinks, toilets, showers, and bathtubs assessed?	YES
4.	Were faulty repairs performed by previous owners identified?	NO



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### Electrical

Q#	QUESTION	RESPONSE
5.	Is faulty wiring inspected?	YES
6.	Are loose outlets or light switches examined?	YES
7.	Is any frayed or damaged wiring identified during the inspection?	YES
8.	Is the condition of the breaker box good?	NO



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## Structural

Q#	QUESTION	RESPONSE
9.	Is the condition of door and window seals evaluated?	YES
10.	Are signs of water damage looked for?	YES
11.	Are signs of moisture or mold assessed?	NO
12.	Are cracks in the ceiling or walls inspected?	YES
13.	Is the condition of shared walls checked?	YES

## HVAC

Q#	QUESTION	RESPONSE
14.	Is the HVAC system evaluated, and if it's in your unit, does the inspector provide an assessment of its condition?	YES

## Miscellaneous

Q#	QUESTION	RESPONSE
15.	How is the deck/patio condition assessed?	NO



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|-----|---|-----|
| 16. | If your unit has an attic, is it inspected, or if the common attic shares a wall with your unit and is accessible to the inspector? | YES |
| 17. | Is the roof inspected, especially if you're on the top floor and it's accessible?   | YES |

## COMMENTS & ACTION PLAN

### Plumbing >> Plumbing

(AC10072) Were faulty repairs performed by previous owners identified?

**FINDINGS**

'No'

**ACTION REQUIRED**

The kitchen sink's drain pipe shows evidence of a leaky joint with visible water staining below. Have a licensed plumber inspect and professionally repair the faulty drain pipe to prevent further water damage.

PRIORITY	Medium
DUE DATE	20 Sep 25
ASSIGNEE	Jennifer Hunt

### Electrical >> Electrical

(AC10073) Is the condition of the breaker box good?

**FINDINGS**

'No'

**ACTION REQUIRED**

The breaker box in the laundry closet has a cracked circuit breaker switch. Replace the cracked circuit breaker switch to ensure the electrical panel is safe and compliant with code.

PRIORITY	High
DUE DATE	18 Sep 25
ASSIGNEE	Jennifer Hunt

### Structural >> Structural

(AC10074) Are signs of moisture or mold assessed?

**FINDINGS**

'No'

**ACTION REQUIRED**

The basement utility closet shows visible signs of water staining and a musty odor. Identify and repair the source of the moisture leak (if any). Then, professionally remediate all affected materials to remove mold and mildew.

PRIORITY	Low
DUE DATE	23 Sep 25
ASSIGNEE	Jennifer Hunt

Miscellaneous >> Miscellaneous		PRIORITY	Medium
(AC10075) How is the deck/patio condition assessed?		DUE DATE	20 Sep 25
		ASSIGNEE	Jennifer Hunt
FINDINGS	'No'		
ACTION REQUIRED	The patio deck boards show evidence of severe splintering and rot near the foundation. Replace all rotted and splintered deck boards and apply a protective sealant.		

DECLARATION



Auditor  
(Jennifer Hunt)

AUDITOR'S LOCATION