

Facility Manager's Exterior Inspection Checklist

Property Name: _____

Site Address: _____

Inspection Date: _____

Inspector: _____

Next Inspection Due: _____

No	Area	Inspection Points	Status	Comment
1	Commercial Exterior Windows	Clean glass, frames, sills, damaged seals, cracked panes	✓ ✗ n/a	
2	Gutters	Debris, overflow, leaks, vegetation	✓ ✗ n/a	
3	Downpipes	Blockages, secure brackets, water flow	✓ ✗ n/a	
4	Roofline	Fascias and soffits	✓ ✗ n/a	
5	Cladding	Algae, staining, damage	✓ ✗ n/a	
6	Render	Red algae, cracking, moss	✓ ✗ n/a	
7	Solar Panels	Dirt, bird fouling, shading	✓ ✗ n/a	
8	Signage	Clean, visible, secure	✓ ✗ n/a	
9	Entrance Doors	Glass, handles, automatic doors	✓ ✗ n/a	
10	Car Parks	Moss, oil, trip hazards	✓ ✗ n/a	
11	Walkways	Slippery algae, weeds	✓ ✗ n/a	
12	External Lighting	Working correctly, clean lenses	✓ ✗ n/a	

Notes:



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