



# RKM Property Management

## Security Check List

### Full Service Property Care

Please Do Not Remove From Unit - (508) 487-1621, PO Box 1021, Provincetown, MA 02657

CUSTOMER: XXX

Report Date:

12/31/2010

Internal	12/6/2010	12/13/2010	12/21/2010	12/27/2010
Lights	Checked/Fine	Checked/Fine	Checked/Fine	Checked/Fine
Windows	Checked/Fine	Checked/Fine	Checked/Fine	Checked/Fine
Water	Off	Off	Off	Off
Sink/Toilets	Off	Off	Off	Off
Pest Inspections	Checked/Fine	Checked/Fine	Checked/Fine	Checked/Fine
Electric Systems	Checked/Fine	Checked/Fine	Checked/Fine	Checked/Fine
Thermostat1	55	55	55	55
Thermostat2	56	56	56	56
Smoke/Carbon Alarms	Central Beeping	Fine	Tested/Fine	Fine
<b>Extneral:</b>				
Weather Conditions	20s Sun	30s Rain	30s Snow	<b>After Storm</b>
Driveway & Parking Lots	Checked/Fine	Checked/Fine	Snow 2"	See Comments
Walkways/Paths:	Checked/Fine	Checked/Fine	Snow 2"	Checked/Fine
Grounds & Gardens	Checked/Fine	Checked/Fine	Snow 2"	Checked/Fine
Exterior Doors:				
Fuel Levels:	NA	NA	NA	NA
Outbuildings:	NA	NA	NA	NA
Packages/Mail:	In	In	to RKM	in
<b>Internal Comments:</b>				
Week 1	Central Alarm beeping - reset - resolved issue			
Week 2	No issues			
Week 3	No issues			
Week 4	No issues			
Vendor Visits	Days Gas			
<b>Extneral Comments:</b>				
Week 1	No issues			
Week 2	No issues			
Week 3	No Issues - minor accumulation from snow			
Week 4	After Storm: No major issues: Bamboo iced and bent over driveway - removed ice			