

COMPLETE SHOPPING CENTER MAINTENANCE CHECK LIST

SITE: _____ **DATE** _____

ADDRESS _____ CITY _____

OWNER'S NAME _____ ADDRESS _____

BUILDING:

NUMBER OF UNITS: _____ NUMBER OF VACANT UNITS: _____

CONSTRUCTION: STUCCO BLOCK WOOD OTHER

PAINT: CONDITION

STORE FRONT: TYPE CONDITION

SIDEWALK: SIZE CONDITION

TRASH WALLS: TYPE SIZE CONDITION

TRASH GATES: TYPE SIZE CONDITION

SCREEN WALL: TYPE SIZE CONDITION

COMMENTS: _____

ROOF:

TYPE: COMPOSITION TILE ROCK OTHER

GUTTERS: NUMBER TYPE CONDITION

DRAINS: NUMBER TYPE CONDITION

DEBRIS: _____

COMMENTS: _____

LANDSCAPING:

SPRINKLER TIMER: TYPE NUMBER CONDITION

BACKFLOW DEVICE: YES NO SIZE CONDITION

SPRINKLER HEADS: TYPE

COMMENTS: _____

PARKING LOT:

POTHoles:	YES	NO	NUMBER	SIZE
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COMMENTS:

WHEEL STOPS:	YES	NO	TYPE	CONDITION
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STRIPING:	SINGLE	DOUBLE	CONDITION
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NUMBER OF SPACE:	STANDARD	COMPACT	HANDICAP
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COMMENTS:

ELECTRICAL:

SWITCH GEAR:	EXTERIOR	ENCLOSED	CONDITION
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METERS:	NUMBER	SPACES AVAILABLE
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CANOPY LIGHTS:	TYPE	NUMBER	CONDITION
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BUILDING FLOOD LIGHTS:	TYPE	NUMBER	CONDITION
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PARKING FLOOD LIGHTS:	TYPE	NUMBER	HEIGHT	CONDITION
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TIMER:	PHOTO-CELL
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COMMENTS:

SIGNAGE:

POLE SIGN:	MONUMENT SIGN:	HEIGHT
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CONSTRUCTION:

TIMER:	PHOTO-CELL
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CONDITION OF PANELS:	NUMBER	CONDITION
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TENANTS SIGNAGE:	CAN	CHANNEL	OTHER
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COMMENTS:

STEAM CLEANING:	YES	NO
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AREAS:

RECOMMENDATIONS:

EMERGENCY ITEMS:

RECOMMENDED MAINTENANCE:

PREVENTATIVE MAINTENANCE: