



THE ULTIMATE COMMERCIAL PROPERTY MAINTENANCE CHECKLIST

NECESSARY ITEMS TO CHECK AT YOUR COMMERCIAL OR INDUSTRIAL PROPERTY TO ENSURE THAT YOUR ASSET IS WELL MAINTAINED.

*Check all that applies to your property.

JANITORIAL

- Parking Lot Swept Adequately
- Curbs and Gutters Cleared
- Property Free from Litter
- Bulk Trash on Property
- Illegal Signage/Stickers/Small Graffiti on Property
- Gum on Concrete
- Concrete Powerwashed Adequately
- Dumpster Enclosures and Storefronts Cleaned
- Cobwebs Cleaned in Hard to Reach Places

ELECTRICAL

- Any Parking Lot Lamps Need to be Replaced*
* (Boom Lift Needed or Under 2 Stories)
- Maintenance of On-Site Electrical Devices Performed

HVAC

- Cleaning of Ventilation Performed
- Refrigerant Refilled

FIRE SAFETY

- Installation of Legible Fire Safety Signage
- Recurring Alarm and Sprinkler Testing Performed
- Annual Examination for Obstructions Performed

SAFETY

- Homeless Present on Property
- Any Broken Wheel Stops
- Any Water Leaks

LANDSCAPING

- Any Irrigation Repairs Needed
- Trees/Bushes Trimmed
- Bedding Areas Maintained
- Weeds & Unwanted Foliage Removed
- Timers Adjusted for Seasons
- Any Low Hanging Branches/Leaning Trees

HANDYMAN

- Large Graffiti on Property
- Large Bulk Trash on Property
- Any Signage Installation Needed
- Any Signage Exterior Lamps Burnt Out

ROOF

- Roof Drainage Cleaned Out Annually
- Debris Removed from Roof
- Any Leaks Repaired Before Rainy Season
- Structural Damage Present

GENERAL CONSTRUCTION/REPAIRS

- Exterior Painting Needed
- Asphalt in Good Condition *
*(Free from Potholes, Cracking, etc.)
- Parking Lot Striping in Good Condition *
*(Fire Lane Curbs, Handicap Stalls, etc.)
- Building Envelope Free from Deficiencies



Pacific Commercial Property Services

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Contact Us

(888) 544-8882