



Periodic Walk Through

Many property owners request a walk through every 6 months in order to ensure that their property is being taken care of. Deca's walk through provides a condition report on the property and identifies:

- How the tenant maintains the property
- Neglected, deferred and preventive maintenance
- Needed capital improvements

Areas of Emphasis:

Exterior: An exterior inspection will be made and any abnormalities noted. Examples include tuckpointing, gutters, landscaping, deteriorated surfaces (such as paint or concrete), broken windows or missing address numbers.

Interior: Each room in the property will be walked through to ensure there are no abnormalities. A Deca maintenance tech will check the ceilings for water damage, look under all sinks for leaks, check the inside of tubs and showers for leaking faucets or deteriorated grout or caulking and view the overall general living conditions and cleanliness of the unit.

Common Areas: The tech will note any abnormalities of the basement, garage and common areas.

Other Notable Items:

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|-------------------|------------------|--------------------|
| • Smoke detectors | • Doors | • Furnace |
| • Faucets | • Appliances | • Roof |
| • Handrails | • Floor drains | • Electrical panel |
| • Water heater | • Light fixtures | • Outlets |
| • Waste stacks | • Flooring | • Switches |

The periodic walk through cost is **\$75** per unit (call your property manager for discounts offered when multiple units are inspected on the same trip). Upon completion Deca will provide a detailed written report that will include:

- ✓ Photos
- ✓ Recommendations for preventative maintenance (if applicable)
- ✓ Unauthorized tenants and/or pets
- ✓ Lease violations
- ✓ Overall condition of the property

Any minor maintenance observed that can be remedied while at the property will be completed and billed separately (***please notify us if you prefer NO maintenance be performed at your walk through***). This includes:

- Dirty furnace filters
- Dead batteries in smoke and/or CO2 detectors
- Light bulbs not working
- Flappers for a running toilet

Conducting a thorough inspection is crucial to ensure that tenants are meeting their lease obligations. It also helps identify any maintenance issues that can be remedied before turning into something more serious. While this is not a requirement of a property owner, we strongly encourage you to take advantage of this valuable service offered by Deca.

We will reach out to each owner every 6 months during the tenant's lease term to see if the owner would like a walk through performed. **We will only schedule once authorization is received.**