

## What We Do

### Interior Oversight

We inspect the interior for obvious issues, functionality, A/C, water leaks, humidity, temperature and much more.

### Exterior Checks

Our exterior check inspects for visible issues, such as broken screens, pool water, lawn and overall appearance.

### Arrival Preparations

We prepare your home before your arrival to ensure everything is clean, functional, and ready for your stay.

### Vehicle Maintenance

We will maintain your tire pressure, start the vehicle for 15-20 minutes and add your trickle charger to the battery.

### Administrative Service

We manage paperwork, scheduling, and communication with your service providers or accept home deliveries.

### Mail Forwarding

We collect, organize, and forward your mail to your preferred address or scan it in via e-mail or text.

### Cleaning Service

We provide reliable cleaning services and fresh-ups to maintain your home while you are away or before your arrival.

### Repair & Maintenance

We manage & schedule home repairs and ongoing maintenance with trusted companies.

## Contact Us

## Interior Checklist

- Inspect AC, temperature, humidity and air filter
- Check if fridge & freezer is working
- Run water in toilets, showers and sinks
- Run garbage disposal
- Check for visible water leaks
- Check for visible mold and moisture
- Check windows and doors are locked
- Check for insects within the house
- Check if Wi-Fi connection is working
- Turn on and off main water line
- Take photos for owner to view
- Empty mailbox and place inside
- Turn on lights, check for broken bulbs
- Inspect breaker box

## Exterior Checklist

- Monitor landscape and pool water / level
- Empty mailbox and place mail inside
- Check main water valve is turned off
- Check if pool pump is leaking
- Check for broken gutter spouts
- Check exterior house for signs of wear or bugs
- Check drainage after excessive rain
- Check cage screen for damages
- Check if garage door is working
- Visual outdoor check (lawn & plants)

## Complimentary Services

- Replace smoke detector batteries
- Pour vinegar into AC drain line
- Remove dead bugs or insects
- Remove weed from pool deck & driveway
- Scan and forward mail via email
- Make sure car battery is charging
- Reset a flipped breaker
- Clean toilet bowl with brush
- Power cycle Wi-Fi / Security Cameras
- Refill pool with water if required