

Annual Property Inspection Checklist

A comprehensive once-a-year review to catch small issues before they become expensive repairs — suitable for residential and commercial property owners alike.

Schedule this inspection at the same time each year (for example, before or after the rainy season) so results are easy to compare year to year.

Property Name / Address

Inspection Date

Inspected By

A Structural Integrity

- ☐ Foundation checked for visible cracking or movement
- ☐ External and internal walls inspected for cracks or dampness
- ☐ Floors checked for unevenness, cracking or subsidence signs
- ☐ Support columns and beams visually inspected

B Roof & Gutters

- ☐ Roof covering inspected for missing, cracked or loose materials
- ☐ Gutters and downpipes cleared and checked for correct fall
- ☐ Ceiling checked internally for water staining
- ☐ Chimneys, vents and roof penetrations inspected for sealant condition

C Plumbing Systems

- ☐ All taps, valves and visible pipework checked for leaks

- ☐ Water pressure tested at several fixtures
- ☐ Drainage tested for slow-running or blocked outlets
- ☐ Water storage tank and pump system inspected

D Electrical Systems

- ☐ Distribution board and circuit labelling checked
- ☐ Sockets, switches and light fittings tested for function
- ☐ Earthing continuity checked by a qualified electrician
- ☐ Any exposed or damaged wiring identified and reported

E Painting & Surface Finishes

- ☐ External paint checked for peeling, chalking or fading
- ☐ Internal paint and wall finishes inspected for damage
- ☐ Damp-affected areas identified and cause investigated
- ☐ Waterproof coatings on wet areas checked for wear

F Doors, Windows & Locks

- ☐ All doors and windows checked for smooth operation
- ☐ Locks, hinges and handles tested and lubricated where needed
- ☐ Window seals and glazing checked for damage
- ☐ Security grilles and gates inspected for corrosion

G Safety & Compliance

- ☐ Fire extinguishers present, charged and within service date
- ☐ Smoke alarms tested and batteries replaced if needed
- ☐ Emergency exits and escape routes kept clear
- ☐ Gas connections (if any) checked for leaks and compliance

H Landscaping & Exterior Areas

- ☐ Boundary walls, fencing and gates checked for stability
- ☐ Trees and vegetation checked for encroachment on structures
- ☐ Driveways and walkways inspected for cracking or settlement
- ☐ External lighting tested for function and coverage

TIP Photograph any issue you flag during the inspection and date the photo — this creates a simple paper trail for budgeting repairs and tracking whether a problem is getting worse year over year.

Need a professional hand?

Invesure Property Services handles inspections, repairs, renovation, painting, and construction for homes, commercial buildings, and institutions across Kenya.

+254 703 202 888 · info@invesureconcepts.co.ke

No. 4, Veer Complex, ICD Road, Nairobi · www.invesureconcepts.co.ke