

412 WEST 127TH STREET NEW YORK, NY 11027 212.316.3000 info@DucePMM.com FOR EMERGENCY SERVICE CALL 212.316.3000



REPORT & RECOMMENDATIONS

GENERAL INFORMATION	CLIENT INFORMATION	BUILDING INFORMATION
Date:	Name:	Address:
Time:	Address:	Contact Person/Title:
Surveyor:	Apt. #:	Phone:
	City:	Fax:
	State: Zip:	Email:
	Phone:	<u> </u>
	Email:	

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Client name:	Address/Apt.#:	Date of Maintenance Visit:
KITCHEN		NOTES:
ARCHITECTURAL WOODWORK/CA	ABINETRY & CABINET HARDWARE [06400]	
☐ Check UPPER cabinet doors for a	alignment	
☐ Check LOWER cabinet doors and	I drawers for alignment	
☐ Check operation of doors, drawe	rs and associated hardware	
Inspect cabinetry finish for imper	rfections and possible damage	
DOORS, FRAMES & HARDWARE [08200/08500/08700] & WINDOWS [08500/08600]	
Check for possible air leaks		
Check locks and child hardware	if applicable for operation	
Check operation of doors and as	ssociated hardware	
TILE & STONE [09300]		
Inspect silicone joints		
☐ Visually inspect seal and shine of	of stone tops, backsplashes, sidesplashes	
☐ Inspect for loose or missing grou	at or silicone	
FLOORING [CIRCLE ONE – 09680 C	arpeting, 09550 Wood Flooring, Other (describe below)]	-
name/description		
Inspect floor finish for possible s and/or other imperfections	cratches, dents, sun-bleaching, stains, wear and tear	
ELECTRICAL SYSTEMS, FIXTURES	& LIGHTING [16000]	-
Test dimmers and/or switches for	or operation	
Check light bulbs	Di sudista	
Test and reset electrical GFI/GFC		
Additional Fixture	Test for operatio	n

