



Homeowner's Estate Tour Checklist

To be used in conjunction with showing the house sitter around your home and property.

General

- Review House and Pet Operation Manual.
- Review mail pick up and storage/forwarding procedures.
- Review of emergency/contingency expenses procedures.

Pets

- Location of pet food and supplies.
- Take the dogs out for a test drive (go for their normal walk).
- Show the sitter your pet feeding routine.
- Location of pets favorite hiding places and sleeping spots.

In the House

- Location of electrical systems breakers or fuse boxes, solar systems, and meters.
- Location of plumbing system isolation valves and mains water shutoff.
- Location and operation of heating and air conditioning thermostats.
- Location of storage space in bedroom and kitchen for sitters clothes and food.
- Is there is a safe for the sitters use? If so, share the location and code or key.
- Location of fresh linen, towels, cleaning products etc.
- Location and operation of appliances including operating quirks and features.
- Location of appliance instruction manuals.
- Location of phones and operation of answering system if applicable.
- Review of entertainment systems and operating instructions.
- Location of Wi-Fi router.
- Location of emergency equipment and supplies—fire extinguisher, first aid kits, candles, flashlights etc.
- Review of the security system including codes and security system passwords:
 - o Walk through the procedure of securing the home with the sitter.
 - o Identify security doors and location of window locks and keys.
 - o Review night-time lighting procedure.

Outside the House

- Review of the pool maintenance routine including location of chemicals and supplies.
- Tour of the grounds to review watering, harvesting, or regular maintenance needs.
- Review of lawn mower and garden equipment use.
- Composting locations.
- Adverse weather preparation—location of storm shutters etc.
- Location of gas shut off and meter.
- Location of gas cylinders in usage and spares.
- Location of wells and review of pump operation.

- Location of garbage and recycling bins and disposal procedure.
- Location of bird food and feeding procedures.

Vehicle

- Review of vehicle operation.
- Insurance documents location/review.
- Review of parking rules and locations.
- Review local driving regulations.

About Town

- Tour of the area—location of shopping, parking, doctor, hospital, veterinary clinic.
- Introduction to key people —key local contact, landlord, neighbors, friends, family.

Before You Go:

Handover the following items to the house sitter:

- Keys—house and vehicle if applicable.
- Remote controls for gates, garage, automobiles, and alarms.