

# ASSET MANAGER PROPERTY INSPECTION REPORT

1. Inspection type		2. Date of this Inspection:	3. Date of last Inspection:	4. Property Address:	
<input type="checkbox"/> Initial Inspection <input type="checkbox"/> Ready to List Insp. <input type="checkbox"/> Ready to Close Insp. <input type="checkbox"/> Other				5. FHA Case #:	Occupied? <input type="checkbox"/> Yes <input type="checkbox"/> No
6a. HUQ Property Inspection report <b>MUST</b> be reviewed prior to this inspection. Have you reviewed HUD Property Inspection report? <input type="checkbox"/> Yes <input type="checkbox"/> No				6c. Did you observe discrepancies b/w HUD Property Inspection report & the PCR? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain:	
6b. HUD Property Condition Report (peR) <b>MUST</b> be reviewed prior to this inspection. Have you reviewed HUD peR? <input type="checkbox"/> Yes <input type="checkbox"/> No					
7. INSPECTION REPORT (Please provide additional comment if necessary)					
A. EXTERIOR			B. INTERIOR		
a). Required signs posted on property.	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		a). Pest Control services reqd?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
b). Any violation sign on site?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		b). Property adequately/properly winterized?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
c). Access doors (inel garage) secured properly?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		c). Interior Garbage/Debris hazards?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
d). Are any pool/Spa covered and secured?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		d). Water Heater missing/damaged?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
e). Are all gates secured?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		e). Sign in sheet in place & reflect Routine inspection of property?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
f). Is lawn cut 6" ht?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		If No, explain:		
g). Is shrub properly trimmed?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		f). Are emergency or preventive maintenance repair needed?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
h). Overgrown/Penetrating vegetatn trimmed?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		If Yes, list location:		
If No, list location:			g). Are interior walls/ceilings Not clean and in good condition?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
i). Property (windows & Doors) boarded & secured per HUD, if reqd?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		h). Property int. in broom-swept condition?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
If No, list location:			i). Is Interior doors or bit-in cabinets broken?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
j). Windows broken or Missing or Unsecured?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		j). Built-in appliances (range/oven, dishwasher etc) Missing/ damaged?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
If Yes, list location:			k). Evidence of vandalism?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
If Yes, list location:			If Yes, list location:		
k). Doors broken or Missing or Unsecured?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		l). Soiled/Filthy/Stained/damaged flooring?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
If Yes, list location:			If Yes, list location:		
l). DoorS/Windows left unlocked?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		m). Evidence of active roof leaks?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
If Yes, list location:			If Yes, list location:		
m). Is property free of debris & other hazards?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		n). Evidence of water leak (plumbing, roof, Wtr Htr etc)?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
If No, list location:			If Yes, list location:		
n). Driveway/Walkway snow removal reqd?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		o). Evidence of Mold/Mildew or wetness?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
o). Evidence of graffiti or vandalism?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		p). Evidence of plumbing/septic leaks?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
If Yes, list location:			If Yes, list location:		
p). Any (structural damage) major crack in foundation or exterior walls?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		q). Initial clean-out NOT completed?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
If Yes, list location:			If Yes, explain:		
q). Damage to walls, fascia, fence, porch, patio, gutter, driveway, shed etc.?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		r). Sanitary facilities (i.e toilet, water closets, faucet) appear Non-functional?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
r). Roof leaks: Is roof in acceptable condition?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		s). Are kitchen and bath conditions acceptable?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
If No, list location:			If No, list location:		
s). Any defective exterior paint?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A		t). Evidence offlooding water damage?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
If Yes, list location:			u). Is electricity, Gas or Water turned on?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	
			If Yes, circle which utility is on.		

8: Health & Safety Site Hazards (Any condition or situation at the property that exposes the government to abnormal risk, that presents a source of danger, that could cause an accident, or poses the threat of injury, harm to the public or property), such as:

	If "Yes" list Location ↓		If "Yes" list Location ↓
a). [ ] Condemnable Structure Defects		f). [ ] Tripping hazards	
b). [ ] Exposed elect. Wire		g). [ ] Defective Stair Railingg	
c). [ ] Electrical hazards		h). [ ] Defective Steps	
d). [ ] Toxic Gas Odor		i). [ ] Unsecured above-ground pool	
e). [ ] Unsecured in-ground pool		If "Yes", Should it be removed? [ ] Yes [ ] No	
j). [ ] Missing Deck Railing (Min. 36" Railing ht @ vertical distance of deck floor to grade of 30" or more) List Locations:			
k). [ ] Other (describe & list locations)			

### 9. FOR INITIAL & READY TO LIST INSPECTION [ONLY]

<b>a).</b> Is Property in Ready to Show condition?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A	<b>c).</b> Are you proposing to the GTR any value-added cosmetic repairs to increase value or improve sale to owner occupants?	<input type="checkbox"/> Yes/ <input type="checkbox"/> No / <input type="checkbox"/> N/A
<b>b).</b> If No, enter comments into P260 related to property condition variances and describe what needs to be done by the FSM.			

### 10. FOR READY TO CLOSE TYPE OF INSPECTION [ONLY]

<p>a. Is property in same condition as listed or contracted for sale?</p> <p>If NO, explain:</p>	<p><input type="checkbox"/> Yes/<input type="checkbox"/> No / <input type="checkbox"/> N/A</p>	<p>b. Is property in Ready to close condition?</p> <p>If No, List what is needed:</p>	<p><input type="checkbox"/> Yes/<input type="checkbox"/> No / <input type="checkbox"/> N/A</p>
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### 11. ADDITIONAL ITEM DETAILS, EXPLANATIONS & COMMENTS

Please provide comments and/or additional details to further explain any items or conditions which you have not already listed or summarized in the report. Please use PHOTOGRAPHS, elaborately, for documentation and support; and key answers and comments to item numbers on report, when additional details are given. For example: Item # 7Ba for add'l comment on (7B) Pest

[illegible]

**12. Sign & date:**

Inspector Name/Signature: \_\_\_\_\_Date: \_\_\_\_\_



Case #: **581-182448**  
Full Address: **236 Broad St Menasha WI 54952**  
Inspector/Appraiser: **Julie Zimmerman**

Today's Date: **03/15/2011**  
Reason taken: **Initial Inspection**

Photo, Date Taken, View, Description	Photo, Date Taken, View, Description
 <p>Front</p>	 <p>Side</p>
 <p>House number</p>	 <p>Side</p>
 <p>Peeling paint</p>	 <p>Garage</p>





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 <p>03/15/2011</p> <p>Peeling paint</p>	 <p>03/15/2011</p> <p>Missing garage panel</p>
 <p>03/15/2011</p> <p>back</p>	 <p>03/15/2011</p> <p>Ripped shingles on interior wall</p>
 <p>03/15/2011</p> <p>Questionable frame issue</p>	 <p>03/15/2011</p> <p>Ripped screen</p>
Photo, Date Taken, View, Description	Photo, Date Taken, View, Description



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Photo, Date Taken, View, Description	Photo, Date Taken, View, Description
 <p>Hole in screen</p>	 <p>Ceiling stains</p>
 <p>Ceiling stains</p>	 <p>Stained carpet</p>
 <p>Patched hole not painted</p>	 <p>Missing ceiling in kitchen</p>





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Photo, Date Taken, View, Description	Photo, Date Taken, View, Description
 <p>Missing ceiling in kitchen</p>	 <p>Kitchen sink</p>
 <p>Missing paint</p>	 <p>Sign in sheet</p>
 <p>Dining area</p>	 <p>bathroom</p>



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Photo, Date Taken, View, Description	Photo, Date Taken, View, Description
 <p>Patch hole</p>	 <p>kitchen</p>
 <p>Refrigerator</p>	 <p>Living room</p>
 <p>Ceiling issue</p>	 <p>Missing ceiling in kitchen</p>





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 <p>03/15/2011</p> <p>Missing ceiling in kitchen</p>	 <p>03/15/2011</p> <p>Missing ceiling in kitchen</p>
 <p>03/15/2011</p> <p>Patch area</p>	 <p>03/15/2011</p> <p>Ripped carpet</p>
 <p>03/15/2011</p> <p>Ripped carpet</p>	 <p>03/15/2011</p> <p>Stained carpet</p>





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Photo, Date Taken, View, Description	Photo, Date Taken, View, Description
 <p>Living room</p>	 <p>Living room area</p>
 <p>Stained carpet</p>	 <p>Built in</p>
 <p>Cracked plaster</p>	 <p>Hole in door</p>



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Photo, Date Taken, View, Description	Photo, Date Taken, View, Description
 <p>Ripped carpet</p>	 <p>Stained carpet</p>
 <p>bedroom</p>	 <p>closet</p>
 <p>Stained ceiling tile</p>	 <p>bedroom</p>
Photo, Date Taken, View, Description	Photo, Date Taken, View, Description





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Photo, Date Taken, View, Description	Photo, Date Taken, View, Description
 <p>Patched hole in door</p>	 <p>closet</p>
 <p>bedroom</p>	 <p>Hardwood floors</p>
 <p>bedroom</p>	 <p>Stained ceiling</p>



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 <p>03/15/2011</p> <p>bedroom</p>	 <p>03/15/2011</p> <p>windows</p>
 <p>03/15/2011</p> <p>Missing paint</p>	 <p>03/15/2011</p> <p>Plaster issue</p>
 <p>03/15/2011</p> <p>Wall issue</p>	 <p>03/15/2011</p> <p>Wall issue</p>





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Photo, Date Taken, View, Description	Photo, Date Taken, View, Description
 <p>Wall issue</p>	 <p>Wall issue</p>
 <p>Wall issue</p>	 <p>Plaster cracks</p>
 <p>Plaster cracks</p>	 <p>Plaster cracks</p>



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Photo, Date Taken, View, Description	Photo, Date Taken, View, Description
 <p>03/15/2011</p> <p>Cracked ceiling</p>	 <p>03/15/2011</p> <p>Cracked ceiling</p>
 <p>03/15/2011</p> <p>Missing plaster</p>	 <p>03/15/2011</p> <p>Missing plaster</p>
 <p>03/15/2011</p> <p>Bad floors</p>	 <p>03/15/2011</p> <p>Cracked plaster</p>





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 <p>03/15/2011</p> <p>Cracked plaster</p>	 <p>03/15/2011</p> <p>Cracked plaster</p>
 <p>03/15/2011</p> <p>Missing carpet</p>	 <p>03/15/2011</p> <p>basement</p>
 <p>03/15/2011</p> <p>basement</p>	 <p>03/15/2011</p> <p>basement</p>





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 <p>03/15/2011</p>	 <p>03/15/2011</p>
basement	basement
 <p>03/15/2011</p>	 <p>03/15/2011</p>
basement	Electrical
 <p>03/15/2011</p>	 <p>03/15/2011</p>
Basement floor	Water heater





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 <p>03/15/2011</p> <p>Furnace</p>	 <p>03/15/2011</p> <p>Basement</p>