



Property Visit Report

Photographs in this report are timestamped at the time of the visit.

Client	Mr & Mrs Example	Report no.	IPW-SAMPLE-001
Property	Sample Cottage, Seaview, Isle of Wight	Plan	Standard (2 visits/month)
Visit date	Tuesday 14 October 2026	Time on site	10:05 – 10:50
Weather	Dry and bright. Gale-force gusts overnight	Checked by	Peter

Overall status: **Minor issues noted**

Property secure and dry throughout, with no storm damage after last night's winds. A faint water mark was found on the bathroom ceiling and leaves are building up in the rear gutter. Neither is urgent; next steps are set out below. Heating and post are in hand.

CHECKLIST

Item checked	Status	Notes
Exterior		
Roof, tiles & chimney	OK	No slipped tiles visible from ground level after the gale
Gutters & downpipes	Issue	Rear gutter partly blocked with leaves (photo 2)
Walls & render	OK	
Windows & external doors	OK	
Garden, fences & gates	OK	Garden furniture moved into shed ahead of more wind
Outbuildings, sheds & garage	OK	
Security		
All doors locked on arrival	OK	
Windows secure	OK	
No signs of attempted entry	OK	
Alarm set / working	OK	Unset on arrival, reset on leaving
Property looks occupied (lights, curtains)	OK	Landing light timer checked
Interior		
Ceilings & walls: damp, stains, mould	Issue	Faint tide-mark rings on bathroom ceiling, about 30 cm, dry to touch (photo 1)
Under sinks & around toilets: leaks	OK	
Taps run & toilets flushed	OK	
Heating & boiler	OK	Pressure 1.4 bar. Frost setting on (photo 3)
Fuse box: no tripped switches	OK	
Fridge / freezer running	N/A	Switched off and propped open, as agreed

Item checked	Status	Notes
Smells, pests or droppings	OK	
Smoke & CO alarms tested	OK	
Post & deliveries		
Post cleared	OK	About 15 items and 1 parcel, placed out of sight on sitting-room cabinet (photo 4)
Parcels secured	OK	
Bins taken in / out	N/A	

ISSUES & RECOMMENDED ACTIONS

#	Issue found	Location	Priority	Recommended action
1	Faint water mark on ceiling, dry to touch	Bathroom ceiling	Medium	Probably from wind-driven rain at the roof flashing above. To be re-checked at the next visit. If it has grown, a roofer will be arranged to inspect (quote first, with your approval).
2	Leaves building up in gutter	Rear elevation	Low	Book a gutter clear before winter to prevent overflow onto the rear wall. A local contractor can be arranged on request.

Anything urgent, such as a water leak, break-in or storm damage, is reported by phone on the day. This report confirms the details.

METER READINGS

Electricity	83891	Gas	23987
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NEXT STEPS

Next visit	Tuesday 28 October 2026	Keys	Held securely, tagged and coded
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PHOTOS



Photo 1: Bathroom ceiling · 10:21



Photo 2: Rear gutter · 10:09



Photo 3: Boiler pressure · 10:30



Photo 4: Post, out of view from windows · 10:12