



On the Level Inspection Service, LLC

Franklin, WI
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Website: www.otlinspectionservice.com

Dear Listing Agent,

To provide your client with a smooth home inspection experience, we kindly ask that the following items be addressed prior to the inspection appointment. This helps ensure safety, accessibility, and efficiency throughout the process.

General Access

- Ensure all utilities (electric, water, gas) are turned on.
- Unlock/provide access to:
 - Electrical panels, water heaters, HVAC
 - Garage, attic, basement, crawl space
 - Sheds/guest houses/structures
- Move items away from:
 - Under-sinks, panels, HVAC/water heaters
- Provide codes/keys for smart locks or gates.

Interior Preparation

- Replace burned-out light bulbs.
- Test/install smoke & CO detectors.
- Verify appliances work (stove, oven, etc).
- Ensure interior doors open/close.
- Secure or remove pets:
 - Crate or remove pets during inspection.
 - Let us know their location in advance.
 - Unrestrained pets may prevent full access.

Exterior Preparation

- Unlock gates for access to:
 - Sheds, crawl space, HVAC, meters
- Trim plants blocking access to systems.

Special Systems & Notes

- Septic tanks - lid access
- Wells - pump/treatment
- Pools/spas - equipment
- Irrigation - controller location

Pro Tips

- Clean, accessible homes help speed inspections.
- Clear pet instructions prevent issues.

Thank you for your cooperation!

Questions or access concerns? Contact us before inspection.

Visit our website: www.otlinspectionservice.com

