



Periodic Site Inspection

Need Help Managing Events?

**Best in Class
Event
Management
Tools**



Get Started with eSPACE!



PERIODIC SITE ASSESSMENT

Facility Name			
Address			
Contact Person			
Phone Number		E-mail:	
Date:			

	Condition				Needs Repair	Needs Re- placement	Est yrs of life	Does Not Apply	Comments
	Very Good	Good	Poor	In- operable					
Vehicular Areas									
Asphalt Condition									
Spaces/Stripes									
Handicapped Signs									
Park Space Bumpers									
Parking Lot Lights									
Street/Identification Signage									
Hazard Conditions									
General Accessibility including Ingress and Egress									
Curb, Gutter and drainage Conditions									
Other									
Grounds									
Lawns									
Shrubs/beds									
Bed Slope									
Ditches, Swales and Culverts									
Detention/Retention Pond Condition									
Irrigation									
Patios/court yards									
Sidewalks									
Steps, Ramps and Stairs									
Fencing									
Gates/Walls									
Concrete Pad									
Other									
Roofing Elements									
Roof									
Gutters/scuppers/drains									
Steeple/Cupolas/Tower									
Awnings/Canopies									
Boxing (Fascia/Soffit/trim)									

	Condition				Needs Repair	Needs Re- placement	Est yrs of life	Does Not Apply	Comments
	Very Good	Good	Poor	In- operable					
Exterior Cladding									
Brick									
Stucco/EFIS									
CMU/Splitface									
Tilt Wall/Precast Concrete									
Siding									
Other									
Doors and Windows									
Hollow Metal Doors									
Store Front Material Doors									
Wood Doors									
Other Doors									
Operable Windows									
Fixed Windows									
Curtain Walls									
Miscellaneous									
Drive Through									
Directional Signs									
Building and General Exterior Lighting									
Other									
Floor/Wall/Ceiling Covering									
Floor Tile & Base									
Carpet and base									
Vinyl Flooring									
Athletic Flooring									
Painted Gyp Walls									
Painted CMU Walls									
Wall Paper Walls									
Other wall finishes									
Wall Finishes Restrooms									
Hard Surface Ceiling									
ACT Ceiling									
OTHER Ceiling									
Floor Mats									
Other									
Doors									
Hollow Metal Doors									
Store Front Material Doors									
Wood Doors									
Other Doors									
Hardware									
Operable Windows									

	Condition				Needs Repair	Needs Re- placement	Est yrs of life	Does Not Apply	Comments
	Very Good	Good	Poor	In- operable					
Fixed Windows									
Curtain Walls									
Other									
HVAC									
Roof top Units									
Split systems									
Mini Splits									
Boiler/Chillers									
Vents									
Other									
Plumbing									
M - Toilet									
M - Urinal									
M - Sink									
M - Mirror									
M - Restroom Dividers									
M - Paper/trash receptacles									
W - Toilet									
W - Sink									
W - Mirror									
W - Restroom Dividers									
W - Paper/trash receptacles									
Drinking Fountains									
Janitors Sink									
Kitchen Sinks									
Hose Bibbs									
Other									
Electrical									
Overall Lighting Level									
2x Fluorescent Fixtures									
CFL Fixtures									
Recessed Incandescent									
Surface Mounted Incandescent									
Suspended/pendant Lights									
LED									
Exit Signs									
Emergency Lights									
Specialty Lights									
Theatrical Lights									
Dimming Panel(s)									

	Condition				Needs Repair	Needs Re- placement	Est yrs of life	Does Not Apply	Comments
	Very Good	Good	Poor	In- operable					
Occupancy Sensors									
Clear distance at Panels									
Panel Labeling									
Use of extension cords and power strips									
Other									
Smoke Detectors									
Fire Alarm Panel/system									
Fire Sprinkler System									
Fire Extinguishers									
Equipment									
Kitchen Equipment									
Ecclesiastical Equipmenet									
Conveying/Lift Equipment									
Moveable Partitions									
Athletic Equipment									
Casework/Mill Work									
Owner Reported AVL Issues									
Owner Reported FFE Issues									
Other									
Building Envelope									
Accessibility constraints									
Wall Condition									
Floor condition									
Moisture/mold									
Insulation type and condition									
Pipe insulation									
Vents/penetrations									
Cleanliness									
Overall Floor Cleanliness									
Overall Restroom Cleanliness									
Any Odors Present									
Obvious Building or Life Saftey Code issues									
Other									

	Condition				Needs Repair	Needs Re- placement	Est yrs of life	Does Not Apply	Comments
	Very Good	Good	Poor	In- operable					
OTHER									

