



## SERVPRO - Preventative Maintenance Checklist

This checklist offers a comprehensive range of SERVPRO services to prevent issues such as water damage, mold growth, fire hazards, and health risks. Please review the services below, check the boxes for items you'd like to quote, and return them to our team. We will provide customized pricing based on your property's size, needs, and service frequency.

### 1. Air Quality and HVAC Maintenance

Prevents allergen buildup and system failures in humid Southeast climates.

| Service                               | Description  | Benefits for Resorts  | Check for Quote          |
|---------------------------------------|--|---|--------------------------|
| Air Duct and HVAC Cleaning            | Cleaning of ducts, vents, and systems to remove contaminants; follows NADCA standards. | Improves air quality, reduces energy costs; recommended quarterly in humid areas. | <input type="checkbox"/> |
| Dryer Vent Cleaning                   | Removal of lint from laundry vents.  | Reduces fire risks in high-volume laundries.                                      | <input type="checkbox"/> |
| Odor Identification and Deodorization | Source identification and elimination of odors from various causes.                    | Maintains fresh environments in guest areas, preventing complaints.               | <input type="checkbox"/> |

2. Surface, Fabric, and Flooring Cleaning

Prevents wear, hazards, and mold on interiors, including linens and tiled areas.

| Service  | Description   | Benefits for Resorts   | Check for Quote |
|--|---|--|-----------------|
| Carpet Cleaning                                    | Deep extraction for carpets in lobbies, rooms, and event spaces.    | Prevents mold and soil buildup; maintains appearance.  | [ ]             |
| Upholstery Cleaning                                | Cleaning of fabrics on furniture.                                   | Extends life and reduces allergens in seating areas.   | [ ]             |
| Drapes, Blinds, and Window Treatments Cleaning     | Specialized cleaning for coverings.                                 | Prevents mildew in humid rooms.  | [ ]             |
| Ceiling, Wall, and Hard Floor Cleaning             | Sanitizing non-tiled surfaces.                                      | Avoids grime in hallways and bathrooms.  | [ ]             |
| Tile and Grout Cleaning (Kitchens and Tiled Areas) | High-pressure cleaning and sealing of tiles/grout.                  | Removes grease/mold from kitchens and pools; prevents slips.                                       | [ ]             |
| Textile and Specialty Flooring Cleaning            | Cleaning of mats and woven flooring.                                | Maintains safety in dining/service areas.  | [ ]             |
| Dry-Cleaning (Linens and Textiles)                 | Professional dry-cleaning for linens, curtains, and other textiles. | Ensures clean, fresh linens for guest rooms and dining; ideal for resorts without on-site laundry. | [ ]             |

3. Mold and Water Damage Prevention

Critical for Southeast humidity and storm risks.

| Service | Description | Benefits for Resorts | Check for Quote |
|---------|-------------|----------------------|-----------------|
|---------|-------------|----------------------|-----------------|

|  |   |   |     |
|--|---|---|-----|
| Mold Inspection and Remediation Planning | Moisture testing and treatments.        | Prevents outbreaks in spas and basements.         | [ ] |
| Water Damage Prevention Assessment       | Evaluation of plumbing and flood risks. | Mitigates hurricane/flood damage; includes seals. | [ ] |
| Flood and Storm Damage Prevention Review | Assessment of drainage for storms.      | Reduces downtime; FEMA-aligned.                   | [ ] |

#### 4. Health and Biohazard Prevention

Ensures compliance and safety in high-occupancy settings.

| Service  | Description  | Benefits for Resorts  | Check for Quote |
|--|--|---|-----------------|
| Pathogen/COVID-19 Cleaning Protocol Setup      | Regular disinfection with EPA products.                | Prevents outbreaks in restaurants or gyms.  | [ ]             |
| Viral Pathogen Cleaning & Disinfection         | Targeted cleaning for viruses using certified methods. | Enhances guest confidence; ideal for post-event resets.                                       | [ ]             |
| Biohazard Risk Assessment and Cleanup Planning | Review of hazards like sewage.                         | Minimizes risks from backups or accidents.  | [ ]             |
| Grease Trap Cleaning                           | Cleaning and maintenance of kitchen grease traps.      | Prevents clogs and odors; ensures health code compliance in resort kitchens.                  | [ ]             |
| Ejector Pit Cleaning                           | Cleaning of ejector pits for wastewater systems.       | Prevents backups and odors in basements or low-lying areas; critical for storm-prone resorts. | [ ]             |

#### 5. Disaster Preparedness and General Maintenance

Prepares for Southeast storm seasons.

| <b>Service</b>                            | <b>Description</b>                | <b>Benefits for Resorts</b>                       | <b>Check for Quote</b> |
|---|-----------------------------------|---|------------------------|
| Emergency Ready Profile (ERP) Development | Customized disaster plans.        | Reduces interruption in multi-building resorts.   | [ ]                    |
| Vandalism/Graffiti Prevention Review      | Surface assessments.              | Maintains appeal post-storm.                      | [ ]                    |
| General Facility Deep Clean               | Property-wide seasonal cleaning.  | Prevents issues in humid climates.                | [ ]                    |
| Roof Tarping and Board-Up Assessment      | Preventative boarding for storms. | Protects against wind/rain; quick setup.          | [ ]                    |
| Board-Ups                                 | Secure boarding of windows/doors. | Prevents entry/damage during storms or vacancies. | [ ]                    |

## 6. Specialty Restoration and Content Services

Protects assets and data.

| <b>Service</b>                             | <b>Description</b>                             | <b>Benefits for Resorts</b>                              | <b>Check for Quote</b> |
|--|--|--|------------------------|
| Document Restoration Planning              | Assessment, digitization, and storage.         | Safeguards records from floods.                          | [ ]                    |
| Data Recovery                              | Recovery of digital data from damaged devices. | Restores critical files like reservations post-incident. | [ ]                    |
| Contents Inventory and Cleaning Assessment | Evaluation of items for cleaning/packing.      | Prevents damage to valuables; aids claims.               | [ ]                    |
| Electronic & Equipment Restoration         | Cleaning and repair of electronics/equipment.  | Restores kitchen/gym tech after exposure.                | [ ]                    |

## 7. Fire and Smoke Prevention Services

Reduces risks in high-use areas.

| <b>Service</b>                    | <b>Description</b>               | <b>Benefits for Resorts</b>          | <b>Check for Quote</b> |
|-----------------------------------|----------------------------------|--------------------------------------|------------------------|
| Fire Damage Prevention Inspection | Review of hazards with cleaning. | Reduces risks in kitchens/laundries. | [ ]                    |
| Smoke and Soot Residue Assessment | Preventative residue removal.    | Prevents odors in event spaces.      | [ ]                    |

## **8. Reconstruction and Construction Services**

Turn-key and routine contracting to maintain or rebuild structures.

| <b>Service</b>   | <b>Description</b>                 | <b>Benefits for Resorts</b>                             | <b>Check for Quote</b> |
|--|------------------------------------|---|------------------------|
| Turn-Key Reconstruction Services                             | Full-service rebuilds post-damage. | Restores areas seamlessly; single contractor.           | [ ]                    |
| Post Construction Clean-Up                                   | Cleaning after builds/renovations. | Ensures guest-ready spaces; complies with health codes. | [ ]                    |
| Selective Demolition   | Removal of damaged structures.     | Uncovers issues for efficient repairs.                  | [ ]                    |
| Basic Routine Contracting Work - Drywall Repair/Installation | Patching or installing drywall.    | Prevents leak damage; quick fixes for rooms.            | [ ]                    |
| Basic Routine Contracting Work - Painting and Finishing      | Interior/exterior painting.        | Protects against humidity; seasonal refreshes.          | [ ]                    |
| Basic Routine Contracting Work - Flooring Replacement/Repair | Repair/replacement of flooring.    | Improves safety in kitchens/pools.                      | [ ]                    |

Basic Routine Contracting

Work - Minor

Plumbing/Electrical

Assessments

Inspections and basic  
repairs.

Prevents emergencies;  
ensures compliance.

[ ]

**Instructions for Use:** Please check the boxes for services you are interested in. Our SERVPRO team will ensure we have all the necessary information from your specific property and build out a quote to share for services needed.