



Property Security Check Report Checklist

For Chilliwack, Abbotsford and Fraser Valley property owners

Use this simple checklist before requesting a property security check, mobile patrol visit, alarm response attendance or after-hours property check. It helps the owner and security provider agree on what should be checked, documented and reported.

1. Property Details

Property address: _____

City: _____

Postal code: _____

Property type:

☐ Home

☐ Rental

☐ Commercial

☐ Vacant

☐ Construction / Renovation

☐ Strata

☐ Other

Current status:

☐ Occupied

☐ Vacant

☐ Between tenants

☐ Under renovation

☐ Seasonal / away

2. Contact and Response Information

Owner / manager name: _____

Phone: _____

Email: _____

Emergency contact: _____

Alarm company / monitoring contact if applicable: _____

Keyholder or access contact: _____

3. Reason for the Security Check

☐ One-time property check

☐ Scheduled mobile patrol

☐ Alarm response attendance

☐ After-hours lock-up check

☐ Vacant property check

☐ Tenant turnover

☐ Construction / renovation site

☐ Recent concern at property

☐ Owner is out of town

☐ Other

Main concern or instruction: _____

Preferred visit window / frequency: _____

4. Areas to Observe

☐ Front entrance

☐ Rear entrance

☐ Side doors

☐ Garage / bay doors

☐ Exterior windows

☐ Gates

☐ Fence line

☐ Parking area

☐ Loading area

☐ Yard / storage area

☐ Exterior lighting

☐ Cameras / visible equipment

☐ Garbage / dumping areas

☐ Tools / materials

☐ Other priority area

Do not access or photograph: _____

Special access notes: _____



5. What the Report Should Include

- | | |
|---|---|
| ☐ Date and time of attendance | ☐ Property / site name |
| ☐ Type of check completed | ☐ Areas observed |
| ☐ Access-point observations | ☐ Gate / fence / parking notes |
| ☐ Lighting observations | ☐ Visible damage or concern |
| ☐ Alarm response notes if applicable | ☐ Photos where appropriate |
| ☐ Client notification notes | ☐ Follow-up recommendation |

6. Report and Photo Preferences

- | | |
|---|---|
| ☐ Photos requested where appropriate | ☐ Photos only if concern is found |
| ☐ No photos unless approved | ☐ Email report |
| ☐ Text summary | ☐ Client portal / app if available |

Report recipient: _____

Preferred report method: _____

7. Escalation Instructions

If a concern is observed, the security provider should follow the client instructions and applicable emergency procedures. Use this section to clarify who should be contacted first and what issues require immediate contact.

Contact first if concern is found: _____

Call emergency services for: _____

Other escalation instruction: _____

8. Scope Reminder

A property security check report is a security-focused observation and documentation tool. It does not replace a home inspection, building inspection, structural inspection, electrical inspection, plumbing inspection, contractor assessment, insurance adjustment, police report or property management report. It should document visible security-related observations at the time of attendance.

9. Additional Notes

Need a property security check, mobile patrol visit or alarm response support?

Zentra Protection supports Chilliwack, Abbotsford, the Fraser Valley and the Lower Mainland.

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