

*****The below items are subject to FHA Allowables and on-site conditions, however will not always apply to all properties or all line items.
 It is your responsibility to follow your work order instructions and assure that conditions requiring the below tasks are completed in full,
 documented with clear before, during, and after photos supporting the completed work.*****

Securing	Yes/NA
Main Door Knob lock	
Main Door Deadbolt	
Sliding Glass Door Secure Handlock	
Sliding Glass Door Secondary Mechanism	
Lockbox Installed	
Padlock (Includes Safety Hasp)	
Window Latches	
Exterior Steel Door Replacement	
Garage Door Replacement	
Garage Door Repair (Must function to open, close, and remain secure)	
Boarding and Reglazing	Yes/NA
Reglaze (Broken or Cracked Windows)	
Boarding Windows (Only as a temporary measure)	
Pool & Hot Tubs	Yes/NA
Above Ground Pool Drain, Dismantle, and Remove (If beyond use)	
Pool Securing - In Ground Cover (+ Receipt)	
Pool Securing - Above Ground Cover (+ Receipt)	
Fill Dirt	
Hot Tub/Spa/Ponds Draining and Securing with Cover	
Winterizations	Yes/NA
Pressure Test (If out of wint season and water off)	
Winterization Dry System	
Winterization Additional Unit Dry	
Winterization Radiant System	
Winterization Additional Unit Radiant	
Winterization Steam System	
WinterizationAdditional Unit Steam	
Winterization Pools, Spas, and Hot Tubs	
Reduced Pressure Zone Valve	
Debris	Yes/NA
Debris - Exterior Health Hazard	
Debris - Interior Health Hazard	
Carpet Removal including tack strips	
Landscape Trash Removal	
Miscellaneous	Yes/NA
Address Posting	
Cap Open Electric Wires	

FHA Allowable Initial Secure Checklist

Miscellaneous Continued...	Yes/NA
Cap Gas Line	
Cap Sewer Line	
Cap Water Lines	
Cap Chimney	
Clean Refrigerator	
Clean Toilet	
Cap Dryer Vent	
Dead Animal/Vermin Removal	
Deck Holes - Repair	
Dehumidifier (If electric on)	
Desiccant Moisture Absorber (If electric off and source is moisture)	
Drywall Replace (If source addressed)	
Exterior Step Risers - Install/Replace	
Exterior Step Treads - Install/Replace	
Exterminate (Over the Counter)	
Extermination (Licensed + Receipt)	
Fence Repair - Wood	
Fence Repair - Chain Link, Plastic, Iron	
Fence Replace - Wood	
Fence Replace - Chain Link, Plastic, Iron	
Graffiti	
Gutter Cleaning	
Gutter Repair	
Gutter Installation	
Handrail - Installation	
Mold - Treat and Kill with Antimicrobial (If source addressed)	
Mold - Stainblocker application (If source addressed)	
Police Fire Report	
Pump Water from Lowest Level	
Roof Repair - Permanent (Individual Items)	
Individual Shingle Replacement	
Roof Repair - Temporary (Tarp/Tar)	
Smoke Detector	
CO Detector	
Sump Pump Repair	
Sump Pump Installation	
Water Well Closing and Disconnect	

Notes