

Property security walk: assessment checklist

Walk once by day and once after closing; mark each line fine, needs work or unknown.

Facility _____ Address _____
Walked by _____ Date _____

Fence line and grounds

- ☐ Fence walked end to end; gaps, cuts or dug-out spots noted
- ☐ Every gate latches and locks; key and code holders listed
- ☐ Brush, trees or stored items cleared away from the fence
- ☐ Private-property signs posted at gates and along the edge
- ☐ Walls, ladders or utility boxes that offer a step up noted

Night lighting

- ☐ Entrances, docks and stairwells lit from dusk to dawn
- ☐ Dead or flickering fixtures logged with location
- ☐ Dark stretches between buildings and on walkways marked
- ☐ Timers and sensors checked against winter sunset
- ☐ Lights that glare into a camera lens noted

Doors and access

- ☐ Each door closes and locks without a push
- ☐ Propped-open exits recorded, with the reason given
- ☐ Badge, fob and keypad entries listed; lost-card steps known
- ☐ Front sign-in in place and someone checks it
- ☐ Dock and roll-up door open and close times written down
- ☐ Roof hatches, utility rooms and basement doors checked
- ☐ Keys and codes counted; last change date and owner noted

Cameras and parking

- ☐ Cameras cover doors, gates and the lot entrance
- ☐ Offline, fogged, blocked or misaimed units listed
- ☐ Recording history long enough for your needs
- ☐ Far rows, garage levels and lot corners walked
- ☐ Vehicles, trailers or campers left for days noted
- ☐ Broken glass or other car break-in signs noted

Quiet hours and past trouble

- ☐ Empty hours on weekdays, weekends and holidays listed
- ☐ Cleaners, vendors or deliveries arriving after hours noted
- ☐ Loitering, camping or repeat visitors on the grounds noted
- ☐ Past incidents listed with date, location and outcome
- ☐ Police report numbers, claims and lock repair tickets gathered

Reaching police, fire and your team

- ☐ Street address readable from the road at night
- ☐ Fire lanes clear; fire crews can get past locked gates
- ☐ Posted emergency numbers current
- ☐ Staff know who calls 911 and who calls the manager

Notes
