VILLAFIX

Dubai Villa Maintenance Checklist

For Dubai Homeowners & Property Managers | Monthly Print Checklist

Villa / Property Address:	**Villa / Property Name:**
Inspection Date:	**Inspected By:**
Occupancy: ■ Occupied ■ Vacant ■ Holiday Home	**Last Inspection:**

How to use: Walk through the villa roughly the same way each month. Mark what is normal, what needs watching, and what needs professional attention. This checklist is for safe observation—not technical repair.

1. AC & Cooling System

Check Item	OK	Watch	Service	N/A	Notes
Accessible AC filters checked	■	■	■	■	
Airflow checked in main rooms	■	■	■	■	
Cooling consistent between rooms	■	■	■	■	
No unusual noise or vibration	■	■	■	■	
No unusual smell	■	■	■	■	
No visible condensation or water marks	■	■	■	■	
Visible drain areas checked where accessible	■	■	■	■	

Action required: _____

2. Plumbing & Water Systems

Check Item	OK	Watch	Service	N/A	Notes
Taps checked for leaks	■	■	■	■	
Toilets checked for leaks	■	■	■	■	
Under-sink areas checked	■	■	■	■	
Flexible hoses visually checked	■	■	■	■	
Water pressure appears normal	■	■	■	■	
Water pump operates normally	■	■	■	■	
Pump noise appears normal	■	■	■	■	
Visible water tank areas checked	■	■	■	■	
Water heater area checked for leaks	■	■	■	■	

Action required: _____

3. Bathrooms, Drains & Wet Areas

Check Item	OK	Watch	Service	N/A	Notes
Shower drains normally	■	■	■	■	
Basin drains normally	■	■	■	■	
Floor drains checked	■	■	■	■	
Shower silicone/seals intact	■	■	■	■	
Grout appears intact	■	■	■	■	

Check Item	OK	Minor	Service	N/A	Notes
No recurring dampness	■	■	■	■	
No unusual bathroom odour	■	■	■	■	

Action required: _____

4. Ceilings, Walls & Interior Areas

Check Item	OK	Minor	Service	N/A	Notes
No new ceiling stains	■	■	■	■	
No damp patches	■	■	■	■	
No bubbling or peeling paint	■	■	■	■	
Existing cracks checked	■	■	■	■	
No new or widening cracks	■	■	■	■	
No mould or persistent damp smell	■	■	■	■	
Areas below terraces checked	■	■	■	■	

Action required: _____

5. Electrical & Safety Checks

Visual checks only — never open electrical panels or work on live wiring.

Check Item	OK	Minor	Service	N/A	Notes
No flickering lights	■	■	■	■	
No buzzing switches/sockets	■	■	■	■	
No discoloured sockets	■	■	■	■	
No unusual heat at accessible points	■	■	■	■	
No burning smell	■	■	■	■	
No repeated breaker trips	■	■	■	■	
Smoke alarms tested	■	■	■	■	
Safety-device fault indicators checked	■	■	■	■	

Action required: _____

6. Doors, Windows & Seals

Check Item	OK	Minor	Service	N/A	Notes
Doors close properly	■	■	■	■	
Windows close properly	■	■	■	■	
Door seals intact	■	■	■	■	
Window seals intact	■	■	■	■	
No obvious hot-air gaps	■	■	■	■	
No water staining around frames	■	■	■	■	
Locks and handles operate normally	■	■	■	■	

Action required: _____

7. Exterior, Roofline & Drainage

Do not access unsafe or restricted roof areas.

Check Item	OK	Minor	Service	N/A	Notes
Exterior walls visually checked	■	■	■	■	
Visible cracks checked	■	■	■	■	
Exterior paint/coating checked	■	■	■	■	
Visible sealants checked	■	■	■	■	
Accessible drainage points checked	■	■	■	■	
Signs of water entry checked	■	■	■	■	
Roofline checked from safe areas	■	■	■	■	

Action required: _____

8. Garden & Irrigation

Check Item	OK	Minor	Service	N/A	Notes
Irrigation zones operating	■	■	■	■	
Sprinkler heads working	■	■	■	■	
No visible irrigation leaks	■	■	■	■	
No persistent water pooling	■	■	■	■	
Outdoor taps checked	■	■	■	■	
Plants receiving even coverage	■	■	■	■	
Irrigation schedule reviewed	■	■	■	■	

Action required: _____

9. Swimming Pool

Check Item	OK	Minor	Service	N/A	Notes
Water level appears normal	■	■	■	■	
Water clarity checked	■	■	■	■	
Water circulation appears normal	■	■	■	■	
Pool pump sounds normal	■	■	■	■	
Visible equipment area checked	■	■	■	■	
No obvious leaks	■	■	■	■	

Action required: _____

10. Gates, Garage Doors & Outdoor Systems

Check Item	OK	Minor	Service	N/A	Notes
Main gate operates normally	■	■	■	■	
Garage door operates normally	■	■	■	■	
No unusual gate/door noise	■	■	■	■	
Safety sensors operate normally	■	■	■	■	
Gate/door alignment appears normal	■	■	■	■	
Intercom checked	■	■	■	■	
Outdoor lights visually checked	■	■	■	■	

Action required: _____

11. Pest Inspection

Check Item	OK	Minor	Service	N/A	Notes
Kitchen areas checked	■	■	■	■	
Utility areas checked	■	■	■	■	
Garden edges checked	■	■	■	■	
Door thresholds checked	■	■	■	■	
No droppings or insect trails	■	■	■	■	
No nests or repeated activity	■	■	■	■	

Action required: _____

12. DEWA Usage Review

Electricity	Water	Unexplained Increase
■ Normal ■ Higher ■ Lower	■ Normal ■ Higher ■ Lower	■ Yes ■ No

Possible area to investigate: _____

DEWA consumption reviewed: ■

Monthly Warning Signs

■ New ceiling/wall stain ■ Persistent dampness ■ Water leak ■ Weak AC cooling ■ AC water dripping
■ Low/changing water pressure ■ Pump cycling ■ Burning smell/sparks ■ Repeated breaker trips
■ Irrigation leak ■ Unusual DEWA usage ■ Pool water loss ■ Unsafe gate/garage operation
■ Pest activity ■ New/worsening cracks ■ Other: _____

Priority of Action

■ **MONITOR** Minor issue with no immediate safety or damage risk. Record it and check again next month.	■ **BOOK A SERVICE** Recurring, worsening or performance-related issue. Arrange an appropriate professional inspection.	■ **ACT NOW** Possible safety risk or active property damage. Stop using the affected system if safe and seek help.

Issues Requiring Follow-Up

Issue	Location	Priority	Recommended Action	Target Date	Done
		■■■■■■			■
		■■■■■■			■
		■■■■■■			■
		■■■■■■			■

Seasonal Quick Checks

Before Dubai Summer

■ AC performance & filters ■ AC drainage ■ Door/window sealing ■ Irrigation ■ Electrical warning signs ■ Emergency contacts

After Heavy Rain

■ Ceiling/wall stains ■ Window/door leaks ■ Exterior walls ■ Accessible drainage ■ Outdoor electrical exposure ■ Photos taken

After Dust or Sand

■ Accessible AC filters ■ Door/window seals ■ Gate tracks ■ Outdoor lights ■ Irrigation heads ■ Pool area

Before Leaving the Villa

■ Water connections ■ Main water supply considered ■ AC filters ■ Doors/windows secured
■ Non-essential appliances ■ Irrigation/pool arrangements ■ DEWA monitoring/alerts ■ Emergency access

VillaFix Safety Reminder

This checklist is designed for visual inspection and routine homeowner monitoring. Do not open electrical panels, work on live wiring, dismantle AC equipment, handle refrigerant, access unsafe roof areas or attempt repairs requiring specialist tools, licensing or safe-access equipment.

VillaFix — Professional Villa Maintenance & Inspection Support in Dubai
Serving villa owners across Dubai, including DAMAC Hills, DAMAC Hills 2 and The Valley by Emaar.

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