



Illustrative example: the owner, manager and property are fictional. The photos are real, taken on recent Tulum Pro jobs.

OWNER Jennifer Walsh (example)	PROPERTY MANAGER Casa Selva Rentals (example)	PROPERTY 2-bedroom condo · unit 204	ADDRESS Aldea Zamá, Tulum, Q. Roo 77760
VISIT DATE Sat 26 Sep 2026 · 09:30–12:10	TECHNICIAN Tulum Pro crew (example)	OCCUPANCY Vacant · next guests 3 Oct	ACCESS Key from concierge · returned 12:15

Overall status

Sent same evening · WhatsApp + email

● **Secure. Five items fixed on site.** Two need your decision before they get worse: the kitchen-sink cabinet base has rusted through from an old leak (the leak itself is fixed), and there is rust on the cooktop cut-out under the counter.

Checked this visit

☒ OK = working as it should · Fixed = work done today · ☒ Attention = see recommendations · 22 dated photos

SYSTEM	OK	FIXED	ATTENTION	WHAT WE FOUND
Air-conditioning 3 units	☐	☒	☐	Indoor units opened; coils and filters cleaned, drain lines flushed. Cooling normal on all three.
Plumbing & water Drains, seals, pressure	☐	☒	☒	Kitchen sink: an old slow leak has rusted the cabinet base. Trap joints resealed and tested; no active leak.
Electrical Panel, outlets, fixtures	☐	☒	☐	Hallway downlight hanging loose with exposed wires. Wires capped, fitting re-secured. Panel tested.
Appliances Cooktop, oven, fridge	☐	☒	☒	Glass cooktop degreased. Cooktop lifted for inspection: rust on the cut-out frame. Oven and fridge OK.
Damp & moisture Closed rooms, wardrobes	☒	☐	☐	No damp readings above normal outside the sink cabinet. Rooms and wardrobes aired.
Doors, locks & hardware Hinges, locks, windows	☐	☒	☐	Kitchen cabinet hinge pulled out of its screw holes; holes filled, hinge refixed. Locks tested.
Exterior & garden Plants, drains, terrace	☒	☐	☐	Plants watered and trimmed. Terrace drains clear. No storm damage since last visit.
Security & tech Locks, Wi-Fi, cameras	☒	☐	☐	Locked on arrival and departure. No signs of entry. Wi-Fi and cameras online.

Recommendations

Nothing is done without your OK

- ☐ **Replace the sink-cabinet base panel** **WITHIN 30 DAYS**
The leak is fixed, but the rusted base will keep holding damp and spread into the cabinet. Tick to approve or reply "yes"; we send a quote first.
- ☐ **Treat and seal the cooktop cut-out** **NEXT VISIT**
Moisture and salt air under the counter. Cleaning and sealing the frame now protects the cooktop and the cabinet below.

Work completed

- ☒ 3 AC units cleaned
- ☒ Sink trap resealed
- ☒ Downlight re-secured
- ☒ Wires capped safely
- ☒ Cabinet hinge refixed
- ☒ Cooktop degreased
- ☒ Breaker panel tested
- ☒ Rooms & wardrobes aired

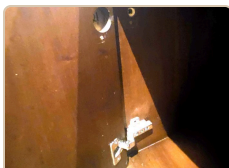
Parts used: 2 wire connectors, hinge screws · Extra charges: none

Photos

6 of 22 shown · real photos from Tulum Pro jobs



Sink cabinet: rusted base



Hinge pulled from panel



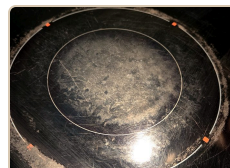
Rust on cooktop cut-out



Loose downlight, bare wires



AC unit opened for cleaning



Cooktop before degreasing

NEXT VISIT

Mon 26 Oct 2026 · morning
Report arrives the same evening.

TECHNICIAN SIGN-OFF

Tulum Pro crew

Checked, fixed and photographed as above.

OWNER APPROVAL

☐ I approve the recommendations above