

PROPERTY SECURITY CHECKLIST

Free property security assessment checklist — walk your site, mark each item, and note what needs fixing. For businesses, apartments and job sites.



PROPERTY	ADDRESS	DATE	CHECKED BY
----------	---------	------	------------

PERIMETER & PARKING

	OK	FIX	N/A	NOTES
Fencing and gates intact, locked when closed	☐	☐	☐	
Parking lots and walkways well lit at night	☐	☐	☐	
Landscaping trimmed — no hiding spots near doors/windows	☐	☐	☐	
Signs posted (no trespassing, video in use, hours)	☐	☐	☐	

DOORS, WINDOWS & LOCKS

	OK	FIX	N/A	NOTES
Exterior doors close and latch by themselves	☐	☐	☐	
Locks and padlocks in good condition	☐	☐	☐	
Ground-floor windows secured	☐	☐	☐	
Roof hatches, loading doors and gates secured	☐	☐	☐	

ACCESS & KEYS

	OK	FIX	N/A	NOTES
Keys and badges tracked; lost keys re-keyed	☐	☐	☐	
Visitors and contractors sign in	☐	☐	☐	
Restricted areas locked and labeled	☐	☐	☐	

ALARMS, CAMERAS & LIGHTING

	OK	FIX	N/A	NOTES
Alarm system tested and monitored	☐	☐	☐	
Cameras cover entrances, lots and high-value areas	☐	☐	☐	
Recordings kept long enough and retrievable	☐	☐	☐	
Exterior lighting on timers or sensors, no burned-out lights	☐	☐	☐	

FIRE & LIFE SAFETY

	OK	FIX	N/A	NOTES
Fire extinguishers charged and inspected	☐	☐	☐	
Exits and exit signs clear and lit	☐	☐	☐	
Sprinkler / fire alarm in service (fire watch if not)	☐	☐	☐	

PEOPLE & PROCEDURES

	OK	FIX	N/A	NOTES
Opening and closing procedure written down	☐	☐	☐	
Staff know who to call in an emergency	☐	☐	☐	
Incidents written up and reviewed	☐	☐	☐	

TOP 3 THINGS TO FIX FIRST