PROPERTY VISIT REPORT · SAMPLE TEMPLATE

A clear record of the visit

This file shows the report format only. It contains no findings from a real property visit.

EXAMPLE ONLY
No property has been inspected. Bracketed text indicates information that would be completed for a client.

PROPERTY & VISIT DETAILS

PROPERTY	VISIT DATE
[Address supplied by client]	[Date and time in Israel]
AREAS ACCESSED	**ACCESS LIMITATIONS**
[Rooms and shared areas viewed]	[Areas not accessible, if any]

OBSERVATIONS & FOLLOW-UP

Visible condition [Notes on visible details requested by the client]	Fixtures, if access allows [For example: water flow observed at the time of the visit]
Building & shared areas [Entrance, stairs, elevator and other accessible areas]	Street & surroundings [Construction, traffic, parking and sounds noticed during the visit]
Questions for the seller [Open points to confirm before making a decision]	Suggested next step [Professional follow-up, if the client requests it]

Scope note
The report records visible observations in areas accessible during the visit. It is not an engineering inspection, legal review or valuation. Hidden conditions and information supplied by others are not verified.

PHOTO RECORD · SAMPLE TEMPLATE

Photos with context

A real report can include visit photos with brief notes. These boxes are placeholders, not images from a property.

PHOTO PLACEHOLDER

ROOM & WINDOW VIEW

Attach a visit photo; note the view and what is visible.

PHOTO PLACEHOLDER

VISIBLE DETAIL

Attach a close-up requested by the client.

PHOTO PLACEHOLDER

BUILDING ENTRY

Show the entrance or shared area, if accessible.

PHOTO PLACEHOLDER

STREET CONTEXT

Show visible surroundings at the time of the visit.

NEIGHBORHOOD CONTEXT

Observed at the time [Noise, traffic, visible construction or parking conditions noticed during the visit]
Client priorities [Transport, synagogue, community services or other nearby places to check]
Limits A visit captures conditions at one time. It cannot confirm future construction, usual noise levels at other hours or availability of parking.

The agreed report follows the client’s questions and the areas the representative can access. Specialist inspections and professional fees are arranged separately.