ROOMMEND / HOUSEHOLD RECORD

Repair visit handoff

Leave the next person a record of one repair visit.

Fill this in after the visit. Separate what someone reported from what you observed.

Room and item

Date of visit

01 Original request

What did you notice, and when did it happen?

02 Reported work

What did the visitor say was done or deferred? Add the job reference if useful.

03 Your observation

What do you notice in ordinary use? Write "not observed yet" if you have not checked.

Where the item stands

Circle one: settled for now / follow-up needed / waiting for a reply

Next action and person responsible

Check back on

Example

Kitchen cupboard rubs. Visitor reported adjusting the hinge. Door still catches on the drawer. Follow-up needed: household coordinator will share the observation on Friday.

Honest Little Apps

Keep private details off shared copies. RoomMend can organize room notes and follow-up work.

RoomMend on the App Store