

Property Inspection Checklist:

Address: _____

Date Insp: _____ Tenant Present: Yes / No

Gutters (cleaning needed)?

Downspouts ok and away from building?

Roof Leaks/Condition?

Fire Extinguisher Charged?

Any musty odors smelled?

Any visual signs of mold?

Under Sink Leaks?

Faucets Dripping?

Toilet Flushes?

Water Heater Inspect, turn down if too hot.

Run either Furnace or AC

Furnace

Change filter and visually inspect

AC Condenser - hose off

Utility Cost _____ \$

Test Smoke alarms

How many?

Outbuilding -Walk-Thru-

Cleanliness (rank 1 to 10)

Are tenants currently interested in purchasing?

General Comments

Renter comments

Repairs requested by renter

Immediate Action/Repairs taken:

(File in rental maintenance notebook)

(3rd) Property Inspection Checklist (In-Depth):

Address: _____ Date Insp: _____ Tenant Present: Yes / No

Check Toilet, Flush Toilet Valve – Notes _____

Flush Water Heater and vacuum around

Visually check furnace and vacuum around – Filter Condition - _____

Visually inspect roof – Condition _____ Repairs needed? _____

Comments _____

Clean Gutters

Trim Tree Branches

General Comments/Items to watch

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