

# Rental Checklist

**APARTMENT ADDRESS** \_\_\_\_\_

**Landlord Name** \_\_\_\_\_

**Landlord Contact Number** \_\_\_\_\_

**Lease/Rent Period** \_\_\_\_\_

As you walk through the apartment, read through the list and check each statement that is true. Ideally, you will be able to check off each item.

If moving in, talk with the landlord or property management company about making repairs in regards to any unchecked items.

**Date Available** \_\_\_\_\_

**Monthly Rent** \_\_\_\_\_

**Address to Submit Rent** \_\_\_\_\_

**Date Rent Due** \_\_\_\_\_

**Security Deposit** \_\_\_\_\_

**Application Fee** \_\_\_\_\_

**Late Fees** \_\_\_\_\_

- \_\_\_ Gas Included
- \_\_\_ Electric Included
- \_\_\_ Water Included
- \_\_\_ Sewer/Garbage Included
- \_\_\_ Central Air Conditioning
- \_\_\_ Control of Heat and AC
- \_\_\_ Near to School or work
- \_\_\_ Close of public transportation

- \_\_\_ Smoking Policy
- \_\_\_ Guest Policy
- \_\_\_ Pet Policy
- \_\_\_ Washer/Dryer hookups
- \_\_\_ Laundry Facilities on site
- \_\_\_ Wired for cable
- \_\_\_ Near to Grocery, Laundromat, etc.
- \_\_\_ Responsible to maintain yard/snow removal

**Safety Items**

- \_\_\_ Emergency Exits
- \_\_\_ Well lit halls, stairways & outside areas
- \_\_\_ Hand railings installed, if three or more stairs
- \_\_\_ Solid railings around all balconies, decks, & other drop-offs
- \_\_\_ Smoke Detectors installed and working
- \_\_\_ Carbon Monoxide Detectors installed and working
- \_\_\_ Locks on all exterior doors work properly
- \_\_\_ Fire extinguisher available and up to date
- \_\_\_ No asbestos hazards: flaking ceiling tiles, crumbling pipe wrap or installation
- \_\_\_ No chipping or peeling lead paint [Built before 1978]

**General Items**

- \_\_\_ Light switches work.
- \_\_\_ Outlets are functional and grounded
- \_\_\_ Sufficient number of outlets
- \_\_\_ Available 220 electric for stove/dryer
- \_\_\_ Size of hot water tank [min. 40 gals.]
- \_\_\_ Sufficient closet, cabinet, or storage space
- \_\_\_ Free of roaches, rodents, ants
- \_\_\_ Treated for bed bugs

**Walls/Ceiling**

- \_\_\_ No evidence of water stains, cracks, or chipped paint on the walls or ceiling

**Windows**

- \_\_\_ Windows open and close properly
- \_\_\_ Windows lock
- \_\_\_ Screens on all the windows
- \_\_\_ Screens are not torn
- \_\_\_ No broken windows

**Floors**

- \_\_\_ No loose floorboards
- \_\_\_ Carpets are not stained
- \_\_\_ Carpets are in good condition

## **Bathroom**

### *Sink Area*

- Faucets works and have good water pressure
- Both hot and cold water available
- Water drains quickly
- No signs of leaks under the sink

### *Walls/Ceiling*

- No signs of mold or mildew

### *Toilet*

- Toilet flushes well and fills up again

## **Kitchen – Landlord supplied items**

### Stove

- Oven functions properly
- Burners works properly

### Refrigerator

- Fridge is cold when plugged in

### Washing Machine in unit

### Dryer in unit

### Dishwasher

### Garbage Disposal

### *Sink Area*

- Faucet works and has good water pressure
- Water drains quickly
- No signs of leaks under the sink