



Rent Ready Standards

Property: _____

The initial condition of the property when placing a Tenant sets the standard of condition expected when Tenant turns it back over. A property in excellent condition equals happier Tenant, shorter vacancy time and less turnover. **Key to LANDLORDING SUCCESS!**

This list should be completed at least 5 days prior to move-in. Any issues noted should be reported immediately to the Landlord and/or Maintenance, so they can be addressed prior to move-in.

SECURITY AND SAFETY

- Full set of keys for Tenant and Office are available. (3 sets)
- Check for presence of other outdoor locks on sheds, gates, HVAC lockdown cages, crawlspace access etc.
- Any HOA/Condo-issued Rules and Regulations, gate remotes, keys, passes to community pools, etc. are available
- Provide parking spot number and parking passes. Provide cluster mailbox location, number and keys.
- Change garage door and alarm codes. Provide all garage remotes / fobs.
- Re-key or change out locks. All should be keyed alike. No deadbolts that are keyed on the inside.
- Windows must operate properly (open and stay up unassisted): locks, sliding door locks, etc. are functional
- All handrails and steps are secure. Deck rails to code. No trip hazards.
- Ensure dryer vents are professionally cleaned. (receipt required)
- All chimneys professionally cleaned and inspected. (receipt required)

CLEANING

- Professionally clean the carpets (receipt required)
- Professionally clean interior top to bottom with special attention to kitchens and bathrooms (receipt required)
 - All appliances including inside of oven, refrigerator, microwave. New Stove drip pans if installed
 - Dust all surfaces, light fixtures, ceiling fans, etc.
 - Switch plates and dimmer knobs, where necessary
 - Clean all cobwebs from corners, doorways, etc.
- Clean all windows and sliding glass doors to let in more light and allow for proper operation
- Clean vents and floor ducts at vents of any dust, dirt, debris. If you can see it, clean it!
- Remove all personal belongings.
- Empty all trash cans / recycling can. Have the City repair or replace if damaged or missing.

YARD AND LANDSCAPING

- Grass freshly cut, if in season
- Remove weeds from mulch beds
- Leaves freshly gathered, if in season
- Trim shrubbery and replace / remove any dying / dead plants
- All patios and decks are clean and free of debris
- Gutters and roofs are clean and free of debris
- Pressure wash the exterior if necessary.
- Cut back any vegetation including trees so that they do not touch the structure / roof.
- Pool maintenance contract in place if applicable.

HVAC

- HVAC filters are freshly changed

LIGHTING AND CEILING FANS

- Replace all broken light bulbs inside and outside – clean outside light fixtures
- Ensure all dimmer switches work properly



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- Make sure that all fans (indoor and outdoor) operate properly and are dust-free

WINDOW SCREENS

- Repair or replace any missing or damaged screens
- Note any missing screens

PEST CONTROL

- If any pests (fleas, roaches, mice, etc.) are noted, have professionally treated. (receipt required)
 - Some treatments may take multiple applications
 - **No Tenant should move into a property and inherit a pest problem**

FINISHES – PAINT, FLOORING AND WALL REPAIR

- Fix any holes or blemishes in the walls
- Freshly paint when necessary
- Repair or replace any carpet that shows signs of damage
- Fix or replace any damaged tiles

PLUMBING

- All faucets operate properly with no leaks
- Hot water is available
- Shower diverters work properly
- All drains work in a reasonable manner with no slow drains or leaks under sink
- All toilets operate properly
- All plumbing devices have steel braided supply lines (make note if not)
- Water heater has an overflow pan with drain. T&P valve and pipe property installed.

APPLIANCES

- All kitchen appliances work properly
 - Oven and burners work. Exhaust vent filter new.
 - Refrigerator and Freezer cool properly. Install new filters. All drawers, shelves, door bars in place.
 - Dishwasher starts up when initiated
 - Washer and Dryer start up when initiated – no leaks around supply or drain lines

ADDITIONAL NOTES

By signing below, I certify that I have completed this checklist to the best of my ability. I understand that this list must be completed at least 5-days prior to move-in to ensure a smooth move-in and transition to the Property Management Team, and the best possible service to our Landlords and Tenants. Any issues must be disclosed to the Tenant in the Lease Agreement or addressed prior to move-in.

Rent Estate Advisor Signature

Date Completed

Move-in Date