

# Get Ready to Rent Checklist

Property: \_\_\_\_\_ Start Date: \_\_\_\_\_ Ready Date: \_\_\_\_\_

## Initial Clean Up:

- Turn down Water Heater
- Bag and Haul Trash
- Spray for bugs
- Change / Re-key locks
- Sweep walls for cob webs
- Change light bulbs \_\_\_\_\_
- Spot Clean Carpets
- Remove Bad Carpets

## Roofing / Framing / Struct:

- \_\_\_\_\_
- \_\_\_\_\_

## HVAC / Plumbing:

- Test Furnace / Test AC
- Change Furnace Filter
- Spray AC Compressor
- Flush Hotwater Heater
- Sink / Faucet Repair: \_\_\_\_\_
- \_\_\_\_\_
- Toilet: \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## Electric:

- Check / replace bad plugs
- \_\_\_\_\_
- Check / replace bad switches
- \_\_\_\_\_
- \_\_\_\_\_
- Light / Fan Fixtures
- \_\_\_\_\_
- \_\_\_\_\_
- Covers: Switches \_\_\_\_ Plugs \_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## Bathroom:

- Tub / Shower \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## Kitchen:

- Cabinets \_\_\_\_\_
- \_\_\_\_\_

## Flooring:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## Walls / Ceiling:

- Patching
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_
- Spackle
- \_\_\_\_\_

## Doors / Windows / Trim:

- Door Repair
  - \_\_\_\_\_
  - \_\_\_\_\_
- Tighten Door Knobs
- Window Repair
  - \_\_\_\_\_
  - \_\_\_\_\_
- Trim Repair
  - \_\_\_\_\_
  - \_\_\_\_\_
- \_\_\_\_\_

## Outside:

- Clean Gutters
- Ant / Termite Pellets \_\_\_\_\_
- \_\_\_\_\_

## Other:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## Paint:

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

## Final Cleanup:

- Clean Bathroom
- Clean Kitchen
- Clean other rooms
- Wipe down walls and trim
- Spray for Bugs (again)
- Yard work
- Batteries - Smoke Alarms (alarms<5yr)
- Remove Trash

Use work order to document additional or major work. File this sheet in property log book.