Rental Property Inspection Checklist

It's recommended to conduct these inspections periodically to ensure the property's condition and tenant’s compliance with the tenancy agreement.

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| --- | --- |
| DATE & TIME OF INSPECTION: |  |
| LANDLORD’S NAME |  |
| TENANT’S NAME: |  |
| ADDRESS OF PROPERTY: |  |

* Move In
* Move Out

|  |  |
| --- | --- |
| Checklist | Notes |
| Inspect the property |  |
| Check for damages |  |
| Take photos of existing damage |  |
| Clean the property |  |
| Dust all surfaces |  |
| Vacuum carpets and sweep floors |  |
| Clean bathrooms and kitchens thoroughly |  |
| Wipe down appliances |  |
| Test utilities |  |
| Check lights |  |
| Test appliances |  |
| Check heating and cooling systems |  |
| Test smoke and CO detectors |  |
| Notify Utility providers (Wi-Fi, electricity…) |  |
| Schedule equipment appointment |  |
| Check for safety |  |
| Ensure all doors and windows lock |  |
| Look for trip hazards |  |
| Check for fire extinguisher |  |
| Get to know the property |  |
| Locate important features |  |
| Find out rubbish and recycling schedule |  |
| Check lease |  |
| Confirm move-out date/time |  |
| Review lease and understand terms |  |
| Keys and access items |  |
| Property walkthrough with Landlord |  |

* You should schedule inspections with your tenants in advance and get their written permission to enter the property.
* Take pictures of any damage or issues you find during the inspection.
* Document your findings in a clear and concise report.