

# Inspection Checklist

---

*When you are being shown a new rental facility, thoroughly inspect the area. Note any damages or needed repairs. Check all of the following, either by visual inspection or by asking the landlord:*

## **Windows:**

- *Are there holes or tears in the screens?*
- *Are any of the windows broken?*
- *Are the windows well-insulated?*
- *Can you put in an air conditioner or a fan?*

## **Heating and air conditioning units:**

- *Have the units been kept clean?*
- *Do they work properly?*

## **Faucets and water:**

- *Do the faucets open and close properly?*
- *Do any faucets leak?*
- *What type of shower/bath facilities do you have?*

## **Lights and outlets:**

- *Do all the light switches work?*
- *Do you have to buy replacement light bulbs, or does your landlord supply them?*
- *Is the walking area to your door well-lit?*

*Can you get motion-sensor lighting for outside?*

## **Appliances:**

- *Do all the knobs on the oven work?*
- *If the oven is a gas grill, does it light properly?*
- *If the landlord owns an outside grill, are you allowed to use it?*
- *If there is a garage-door opener, are you allowed to use it, and does it work properly?*
- *If there is a fireplace, are you allowed to use it?*
- *Is there a circuit box for your facility? Is it accessible and easy to comprehend?*
- *Do you need to have a phone line installed or activated?*
- *If the house operates on gas or oil heat, how do you get the tank filled? Who pays for it?*

- *Are there smoke detectors and fire extinguishers in the house? Do they work?*

### **Ceilings and walls:**

- *Are there any cracks, leaks, or warps in the ceiling?*
- *Is there any paint chipping from the ceiling or the walls?*
- *Are you allowed to hang posters or pictures on the walls?*

### **Additional Questions:**

- *When you first move into a rental facility, recheck all of the physical features of the house. Take pictures of damaged or broken items if necessary. You and your landlord should put needed repairs in writing.*