



# Rent-Ready Checklist

## Homeowner's Guide to preparing your property for rent

Date: \_\_\_\_\_

Owner: \_\_\_\_\_

Address: \_\_\_\_\_

### Interior

**Premises interior and exterior should be in 'move-in' condition no less than 3 business days prior to the lease start date.**

- Carpets should be professionally cleaned and in good condition with no pet odor.
- All windows and sliding glass doors should operate and lock properly with screens in good condition.
- All plumbing and fixtures should be in good condition and working properly.
- All bathroom and kitchen tile should be properly caulked or grouted with no loose tiles or cracks.
- Window treatments should be in clean and working condition.
- All electrical outlets and switches should be working properly and have cover plates.
- All light fixtures should have light bulbs and be in proper working order.
- Ceiling fans if any, should be clean and in proper working order.
- Check all Closets and Storage Areas: are the doors and closets in good shape? Check rods, hooks, shelves and lights.
- Walls and floors should be clean.

### Appliances

**All appliances and other systems related to the premises should be clean and in good condition:**

- Refrigerator.  Stove.  Dishwasher.  Microwave  Garbage disposal.
  - The A/C system: Should be in good working order, properly charged, coils clean, drain line open.
  - New filter installed.  Duct work in good condition.
  - Vent registers clean and adjustable.
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## Exterior

- Irrigation system if any, should be in good working order.
- Lawn recently mowed.
- House number should be properly displayed on the front of the house as well as any street mailbox.
- Inspect roof, should be free from any leaks.
- Gutters should be clear of debris and operational.
- All debris or trash, should be removed from the premises, including from the attic.
- All exterior door locks should be changed between occupants.

## Safety

- Smoke alarm properly installed in bedroom areas and in proper working order.
- Fire extinguisher-five pound-on the premises and properly serviced.
- Smell and Odors: The property should smell clean and pleasant. It should not smell of mold, mildew or pets.
- All swimming pools must have a continuous safety barrier maintained by the pool owner that restricts access by young children to the pool.
  - Ensure your fencing and pool equipment complies with the current legislation.

## Documentation

- Redirect your mail, or inform Uptown Properties of the forwarding address of your previous tenant.
  - Gate Access or garage remotes. Ensure all remotes have new batteries and are left within the home.
  - Copies of all warranties, service contracts, HOA information, termite and/or pest control contracts should be provided to Uptown Properties.
  - Supply mailbox key. If mailbox is not attached to home indicate location and mailbox number.
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## Ammenities

- Uptown Properties encourages all owners to include monthly pool maintenance. Please discuss this with your property manager who can recommend pool care providers.