

RENTAL PROPERTY TENANT INSPECTION CHECKLIST

Please use this checklist as a guide to help finalize your tenancy. Our goal is to refund as much of your deposit as possible.
It is advised that you schedule a walkthrough with your Landlord before vacating the premise (at least a 24 hour notice is suggested)

DO NOT have the electricity turned off. Landlord will TRANSFER electricity upon tenant vacating the premises.
Unit is completely free of trash and dust including closets, baseboards and cabinets.
Doors and doorframes dusted and cleaned.
All locks and doorknobs are in excellent working order.
All doorstoppers are installed and working (Install if missing).
All window coverings are cleaned, dusted, and straightened (Blinds down and in the closed position)
All windows and mirrors should be cleaned inside and out.
All ceiling fan blades are cleaned and dusted (both sides).
All light covers are cleaned (use soap and water).
At least 40 watt but not more than 75 watt bulbs in all fixtures, in working order, and the same style bulbs.
Light and plug switches are clean and not cracked or stained.
All carpet is vacuumed and cleaned thoroughly.
All vinyl flooring is mopped, cleaned, and waxed. Do not wax over dirt.
Wood laminate flooring is to be cleaned (All purpose cleaners, polish, and wax are not to be used).
Wallpaper must be washed, cleaned, and re-glued or replaced in a professional manner.
Fill in any nail holes with matching color.
All bathrooms and kitchens are thoroughly cleaned, including behind commode.
Appliances are thoroughly cleaned, washed, and sanitized, including drip pans and knobs.
The top of the refrigerator and stove are clean.
No stains are in the refrigerator, tub, or toilets.
All kitchen and bath drawers are in good working condition.
Sinks to be cleaned (bleached if necessary).
All areas below sink cabinets are clean.
Air conditioning ducts are clean and free of dirt and trash
Before leaving, set the Heat to 55 degrees during the winter, or the A/C to 87 degrees during the summer
Lawn and Ditch Bank must be cut (Sticks, debris, and trash removed).
ALL TRASH IS REMOVED FROM THE PREMISES.
Leave all keys on kitchen counter and lock doors upon exit.
Notify the Landlord that you have vacated the premises.
Notify the Landlord of your forwarding mailing address.

Tenant Signature: _____ Date: _____

Landlord or Designee Signature: _____ Date: _____