

Rental Inspection Checklist

Room by room, for move-in, routine, annual and move-out inspections. Walk every room in the same order every time, photograph everything you note, and describe rather than grade.

Property / unit:

Inspection type: ☐ Move-in ☐ Routine ☐ Annual ☐ Move-out

Date:

Inspected by:

Tenant(s) present:

Previous inspection date:

Ground rules

- **Give proper notice** for occupied units. Notice periods are set by state law; 24 hours written notice is the most common requirement.
- **Walk each room in the same order** every time (clockwise from the door works). Consistency is what makes two reports comparable.
- **Photograph everything you note.** Wide shot for context, close-up for detail. A checklist without photos is half a record.
- **Describe, don't just grade.** "Two 1-inch scratches on counter left of cooktop" settles an argument. "Counter: fair" starts one.

Every room: the core eight check these in every room before the room-specific items

- ☐ **Doors and frames** — finish, chips, handle, lock, closes properly
- ☐ **Walls** — marks, scuffs, nail holes, cracks, water stains
- ☐ **Ceiling** — cracks, stains, mold, light fixtures
- ☐ **Flooring** — material, wear, stains, burns, lifting edges

- ☐ **Windows** — glass, seals, sills, locks, screens, condensation damage
- ☐ **Window coverings** — blinds, shades, rods: present and working
- ☐ **Outlets and switches** — count them, check faceplates and GFCI outlets
- ☐ **Heating and cooling** — vents, registers, baseboards, thermostat present

Kitchen

- ☐ Countertops: scratches, burns, seams lifting
- ☐ Cabinets and drawers: doors aligned, hinges, interiors clean
- ☐ Sink and faucet: mineral buildup, caulk condition, drainage
- ☐ **Garbage disposal** — run it, listen for grinding
- ☐ Backsplash and tile: cracks, grout condition
- ☐ **Each appliance individually** — range, oven (check inside), range hood, refrigerator (seals, interior, ice maker), dishwasher, microwave: note make, model and condition, run a quick function check
- ☐ Under-sink plumbing: photograph the pipes, check for staining or slow leaks

Bathrooms

- ☐ Tub and shower: surface condition, door or curtain rod, shower head
- ☐ **Caulk and grout** — mold and gaps here become leak disputes later
- ☐ Toilet: flush, seat, base seal, any rocking
- ☐ Sink and faucet: chips, mineral buildup, drainage speed
- ☐ Exhaust fan working (run it)
- ☐ Towel bars, mirror, medicine cabinet condition
- ☐ Any sign of leaks under fixtures — photograph the plumbing

Bedrooms

- ☐ Core eight (above)
- ☐ Closets: doors, rods, shelving
- ☐ Furnished units: bed frame, mattress (condition and staining, both sides), other furniture itemized with photographs
- ☐ **Egress window** operable where the room is used as a bedroom

Living areas, hallways and stairs

- ☐ Core eight (above)
- ☐ Stairs: tread condition, handrail secure, railing intact
- ☐ Furnished units: sofas (cushions, frames, staining), tables, shelving — itemize each
- ☐ **Smoke detector on every level** — test it and record the date

Exterior if applicable

- ☐ Yard: lawn, beds, fences, gates — state maintenance expectations in writing
- ☐ Shed or garage: roof, door, opener, contents if provided
- ☐ Gutters, downspouts and visible siding condition
- ☐ Driveway, walkways, steps — trip hazards
- ☐ Trash and recycling containers: number and condition
- ☐ Propane or oil tank, external meters, hose bibs

Whole-property essentials: the dispute-deciders five minutes, outsized weight

- ☐ **Meter readings** — gas, electric, water: photograph the meter faces
- ☐ **Smoke detectors** on every level and **CO detectors** near sleeping areas and any fuel-burning appliance: test each one and record it
- ☐ **Keys, fobs and remotes** — count everything issued and photograph it together on a labeled ring
- ☐ **Furnace and water heater** — brief function check, note the service tag date and the water heater's age
- ☐ **Cleanliness** — state the standard explicitly and photograph it; keep any professional cleaning receipt with the report
- ☐ **Manuals, filters and compliance documents** — note what was left with the tenant, including any required lead-paint disclosure for pre-1978 housing

Notes and follow-up room, item, description, photo number — mark each finding Urgent / Routine / Monitor

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