| Tenant Turnover Checklist for Rental Property Management |
| --- |

| **INSPECTION DATE:** |  | **TECHNICIAN:** |  |
| --- | --- | --- | --- |

| ▢ | Re-caulk showers and tubs to prevent mold and leaks. |
| --- | --- |

| ▢ | Tighten handles, knobs, faucets, etc. |
| --- | --- |

| ▢ | Change locks if necessary. |
| --- | --- |

| ▢ | Patch cracks and holes in drywall and ceilings. |
| --- | --- |

| ▢ | Replace air filter in HVAC system. |
| --- | --- |

| ▢ | Check smoke and carbon monoxide detectors. |
| --- | --- |

| ▢ | Check that all outlets and switches are fully operational. |
| --- | --- |

| ▢ | Check that all appliances are fully functional and have been well-maintained. |
| --- | --- |

| ▢ | Check for mold in bathrooms. Basements, laundry rooms, kitchens, and near windows. |
| --- | --- |

| ▢ | Clean carpets. |
| --- | --- |

| ▢ | Flush water heater. |
| --- | --- |

| ▢ | Ensure fire escapes are functional and up-to-code. |
| --- | --- |

| ▢ | Deep clean rental property interior. |
| --- | --- |

| ▢ | Note the condition of the property; take photos of each room and appliances. |
| --- | --- |

| **COMMENTS:** | | | |
| --- | --- | --- | --- |
|  | | | |