



**Lepi & Associates**  
Real Estate Services



**Property Management 1-800-976-9181**

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## Property Condition Checklist

**Property Address:** \_\_\_\_\_

**Owner Name:** \_\_\_\_\_

**Date Completed:** \_\_\_\_\_

- Utilities (water, gas, electric) must be turned on and in good working condition.
- Unit must not have any large holes, buckling, or large cracks on the walls, ceilings or floors
- No chipping or peeling paint inside or outside the unit including around the windows
- Walls and ceiling are free from stains and scratches
- Stove must be clean and in working order and secured.
- Refrigerator must be clean and be in working order with a good door seal.
- There must be a permanently installed working heating system.
- Hot and cold running water in the kitchen and bathroom(s).
- There must be a shower or bathtub that works.
- There must be a flush toilet that works, is securely mounted and does not leak.
- The bathroom must have either an outside window or an exhaust fan vented to the outside.
- There must not be any plumbing leaks.
- There must not be any plugged drains (check for slow drains).
- All plumbing fixtures must have P-traps to prevent sewer gas from leaking into the unit.
- All ground floor windows and exterior doors shall open and close as designed and must have working locks. Doubled keyed dead bolts are not permitted.
- Each living space must have two means of fire egress (i.e. door & window)
- All electrical outlets/switches must have cover plates and be in good working condition.
- All ground fault circuit interrupters (GFCIs) must work properly.
- There must not be any missing, broken, or cracked windows.
- The roof must not leak. Indications of a leak are discolorations or stains on the ceiling.
- The hot water heater tank must have a temperature pressure relief valve with downward discharge pipe made of galvanized steel or copper tubing that is between six inches to eight inches from the floor or directed outside the unit (no PVC). CPVC is acceptable.
- The floor covering cannot be torn or have holes that can cause someone to trip.
- The floor covering should not show excessive wear or stains
- If there are stairs and railings, they must be secure.
- Four or more exterior stairs must have handrails 34 inches to 38 inches from the ground.
- Walk offs or porches 30 inches above grade must have guard rails 36 inches from the ground.
- There must be working smoke detectors properly mounted on each level of the unit including the basement and walk up attics.
- All security bars and windows must have a quick release mechanism.
- All sliding glass doors must have a lock or security bar on the door that works.
- The unit must be free from mice, rats, bees, ant, flees, roaches or any other pests.
- All construction/rehabilitation (painting, carpet replacement, etc.) must be completed prior to occupancy