



MAKE READY CHECKLIST

- AIR VENTS**
Make sure clean and all filters are replaced
- BASEBOARDS**
Should be cleaned or touched up as needed
- CABINETS AND DRAWERS**
Should be cleaned including underneath sinks and functioning properly with appropriate hardware
- CARPETS**
Stains should be completely removed and vacuumed
- CLOSETS**
Rods and shelving should be functioning as intended
- DOORS**
Free of any dust or debris on the exterior and cleaned or touched upon the interior. All locks and hardware should function and doorstops in place
- DISHWASHER**
Should function properly with no leaks
- EXTERIOR**
Siding should be clean and all debris/trash should be removed from all areas
- FANS**
Should be clean and fully-functional
- FLOORS**
Should be functioning as intended and repaired if damaged
- GARAGE DOORS AND REMOTES**
Should function properly along with reverse sensor if applicable
- GARBAGE DISPOSAL**
Should be clean and functioning properly
- HVAC SYSTEM**
Should heat and cool properly
- LIGHT BULBS**
Should be replaced if burned out with similar or matching bulbs
- LIGHT SWITCH COVERS**
Should be clean and present at all locations
- MICROWAVE**
Should be clean and functioning properly
- PLUGS AND OUTLETS**
Should be functioning at all location
- REFRIGERATOR**
Should be completely cleaned with all bulbs working
- SINKS AND FAUCETS**
Should function and drain properly with both hot and cold water working at each location with no leaks
- STOVE**
Should be clean and functioning properly with all racks in place
- TOILETS**
Should be clean and functioning properly
- TRASH**
Should be completely removed from the property
- VENT HOOD**
Filter and bulb should be cleaned or replaced as needed and functioning properly
- WALLS**
Should be cleaned or touched up and with any large holes filled
- WINDOWS AND BLINDS**
Should be clean and functioning properly
- YARD**
Grass should be cut, edged and weeds pulled with bushes and trees trimmed if needed

Rental Management Group Representative

Date Signed