Property 

walk-through Checklist

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| --- | --- | --- | --- |
| Date: | | | |
| Time: | | | |
| Move-in Inspection |  | Move-in date: | |
| Move-out Inspection |  | Move-out date: | |
| Annual Inspection |  |  | |
|  | | | |
| Property Management Company: | | | |
| Rental Address: | | | Unit #: |
| City: | Province: | | Postal Code: |
|  | | | |
| Tenant #1: | | Phone #: | |
| Tenant #2: | | Phone #: | |
| Tenant #3: | | Phone #: | |
| Tenant #4: | | Phone #: | |

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| Exterior | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Front Yard |  |  | Weather Stripping |  |  |
| Back Yard |  |  | Railings |  |  |
| Driveway |  |  | Exterior Lighting |  |  |
| Walkway |  |  | Exterior Outlets |  |  |
| Stairs |  |  | Exterior Siding |  |  |
| Porch |  |  | Exterior Hose Bibs |  |  |
| Deck |  |  | Roof Covering |  |  |
| Front Door/Hardware |  |  | Gutters & Downspouts |  |  |
| Side/Rear Door/Hardware |  |  | Chimney |  |  |
| Locks |  |  | Fence Line |  |  |
| Windows |  |  |  |  |  |

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| Hallway | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Electrical switches & outlets |  |  |
| Walls |  |  | Light fixtures |  |  |
| Windows |  |  | Closet doors, hardware |  |  |
| Screens |  |  | Shelf, Rods |  |  |
| Doors/Hardware |  |  | Smoke detector |  |  |
| Trim |  |  | C02 Detector |  |  |
| Flooring |  |  | Other |  |  |

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| --- | --- | --- | --- | --- | --- |
| Kitchen | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Counter tops |  |  |
| Walls |  |  | Sink & strainer |  |  |
| Windows |  |  | Faucet |  |  |
| Screens |  |  | Plumbing |  |  |
| Doors/Hardware |  |  | Stove |  |  |
| Trim |  |  | Refrigerator |  |  |
| Flooring |  |  | Dishwasher |  |  |
| Electrical switches & outlets |  |  | Microwave |  |  |
| Light fixtures |  |  | HVAC |  |  |
| Range hood & filter |  |  | Other |  |  |
| Cabinets |  |  |  |  |  |

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| Living Room | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Electrical switches & outlets |  |  |
| Walls |  |  | Light fixtures |  |  |
| Windows |  |  | HVAC |  |  |
| Screens |  |  | Smoke detector |  |  |
| Doors/Hardware |  |  | C02 Detector |  |  |
| Trim |  |  | Other |  |  |
| Flooring |  |  |  |  |  |

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| --- | --- | --- | --- | --- | --- |
| Loft | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Electrical switches & outlets |  |  |
| Walls |  |  | Light fixtures |  |  |
| Windows |  |  | HVAC |  |  |
| Screens |  |  | Smoke detector |  |  |
| Doors/Hardware |  |  | C02 Detector |  |  |
| Trim |  |  | Other |  |  |
| Flooring |  |  |  |  |  |

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| Dining Room | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Electrical switches & outlets |  |  |
| Walls |  |  | Light fixtures |  |  |
| Windows |  |  | HVAC |  |  |
| Screens |  |  | Smoke detector |  |  |
| Doors/Hardware |  |  | C02 Detector |  |  |
| Trim |  |  | Other |  |  |
| Flooring |  |  |  |  |  |
| Bedroom #1 | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Electrical switches & outlets |  |  |
| Walls |  |  | Light fixtures |  |  |
| Windows |  |  | HVAC |  |  |
| Screens |  |  | Smoke detector |  |  |
| Doors/Hardware |  |  | C02 Detector |  |  |
| Trim |  |  | Other |  |  |
| Flooring |  |  |  |  |  |

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| Bedroom #2 | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Electrical switches & outlets |  |  |
| Walls |  |  | Light fixtures |  |  |
| Windows |  |  | HVAC |  |  |
| Screens |  |  | Smoke detector |  |  |
| Doors/Hardware |  |  | C02 Detector |  |  |
| Trim |  |  | Other |  |  |
| Flooring |  |  |  |  |  |

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| Bedroom #3 | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Electrical switches & outlets |  |  |
| Walls |  |  | Light fixtures |  |  |
| Windows |  |  | HVAC |  |  |
| Screens |  |  | Smoke detector |  |  |
| Doors/Hardware |  |  | C02 Detector |  |  |
| Trim |  |  | Other |  |  |
| Flooring |  |  |  |  |  |
| Bedroom #4 | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Electrical switches & outlets |  |  |
| Walls |  |  | Light fixtures |  |  |
| Windows |  |  | HVAC |  |  |
| Screens |  |  | Smoke detector |  |  |
| Doors/Hardware |  |  | C02 Detector |  |  |
| Trim |  |  | Other |  |  |
| Flooring |  |  |  |  |  |

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| Bathroom #1 | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Faucets |  |  |
| Walls |  |  | Plumbing/Drains |  |  |
| Windows |  |  | Toilet |  |  |
| Screens |  |  | Toilet shut off valve |  |  |
| Doors/Hardware |  |  | Shower |  |  |
| Trim |  |  | Shower Head |  |  |
| Flooring |  |  | Tub |  |  |
| Electrical switches & outlets |  |  | Plumbing |  |  |
| Light fixtures |  |  | Stopper |  |  |
| HVAC |  |  | Bidet |  |  |
| Fan |  |  | Towel Bars |  |  |
| Cabinets |  |  | Grab Bars |  |  |
| Mirror |  |  | Paper Dispenser |  |  |
| Counter tops |  |  | Soap/Toothbrush holder |  |  |
| Sink & strainer |  |  | Other |  |  |

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| Bathroom #2 | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Faucets |  |  |
| Walls |  |  | Plumbing/Drains |  |  |
| Windows |  |  | Toilet |  |  |
| Screens |  |  | Toilet shut off valve |  |  |
| Doors/Hardware |  |  | Shower |  |  |
| Trim |  |  | Shower Head |  |  |
| Flooring |  |  | Tub |  |  |
| Electrical switches & outlets |  |  | Plumbing |  |  |
| Light fixtures |  |  | Stopper |  |  |
| HVAC |  |  | Bidet |  |  |
| Fan |  |  | Towel Bars |  |  |
| Cabinets |  |  | Grab Bars |  |  |
| Mirror |  |  | Paper Dispenser |  |  |
| Counter tops |  |  | Soap/Toothbrush holder |  |  |
| Sink & strainer |  |  | Other |  |  |

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| --- | --- | --- | --- | --- | --- |
| Bathroom #3 | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Faucets |  |  |
| Walls |  |  | Plumbing/Drains |  |  |
| Windows |  |  | Toilet |  |  |
| Screens |  |  | Toilet shut off valve |  |  |
| Doors/Hardware |  |  | Shower |  |  |
| Trim |  |  | Shower Head |  |  |
| Flooring |  |  | Tub |  |  |
| Electrical switches & outlets |  |  | Plumbing |  |  |
| Light fixtures |  |  | Stopper |  |  |
| HVAC |  |  | Bidet |  |  |
| Fan |  |  | Towel Bars |  |  |
| Cabinets |  |  | Grab Bars |  |  |
| Mirror |  |  | Paper Dispenser |  |  |
| Counter tops |  |  | Soap/Toothbrush holder |  |  |
| Sink & strainer |  |  | Other |  |  |

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| Basement | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Electrical switches & outlets |  |  |
| Walls |  |  | Light fixtures |  |  |
| Windows |  |  | HVAC |  |  |
| Screens |  |  | Smoke detector |  |  |
| Doors/Hardware |  |  | C02 Detector |  |  |
| Trim |  |  | Other |  |  |
| Flooring |  |  |  |  |  |

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| --- | --- | --- | --- | --- | --- |
| Laundry Room | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | Fan |  |  |
| Walls |  |  | Cabinets |  |  |
| Windows |  |  | Mirror |  |  |
| Screens |  |  | Counter tops |  |  |
| Doors/Hardware |  |  | Laundry Tub & Strainer |  |  |
| Trim |  |  | Faucet |  |  |
| Flooring |  |  | Plumbing |  |  |
| Electrical switches & outlets |  |  | Towel Bars |  |  |
| Light fixtures |  |  | Other |  |  |
| HVAC |  |  |  |  |  |

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| --- | --- | --- | --- | --- | --- |
| Utility Room | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Ceiling |  |  | C02 Detector |  |  |
| Walls |  |  | Floor Drain |  |  |
| Windows |  |  | Electrical Panel |  |  |
| Screens |  |  | Internet |  |  |
| Doors/Hardware |  |  | Cable TV/Satellite |  |  |
| Trim |  |  | HVAC |  |  |
| Flooring |  |  | Water Heater |  |  |
| Electrical switches & outlets |  |  | HRV System |  |  |
| Light fixtures |  |  | Storage |  |  |
| HVAC |  |  | Filters |  |  |
| Smoke detector |  |  | Other |  |  |

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| --- | --- | --- | --- | --- | --- |
| Attic Space | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Attic Access |  |  | Ventilation |  |  |
| Insulation |  |  | Fans |  |  |
| Vapour Barrier |  |  | Sheathing |  |  |
| Joists |  |  | Leaks |  |  |
| Trusses |  |  | Other |  |  |

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| Miscellaneous | | | | | |
| **Item** | **OK** | **List all Deficiencies or Comments** | **Item** | **OK** | **List all Deficiencies or Comments** |
| Fire Inspection |  |  | Radon Inspection |  |  |
| Pest Control |  |  | Foundation Inspection |  |  |
| Licensing |  |  | Structural Inspection |  |  |
| Lease Agreement |  |  | Other |  |  |
| Mold Inspection |  |  |  |  |  |

The undersigned acknowledges that the above is the condition of the property.

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| --- | --- | --- | --- | --- | --- | --- | --- |
| Inspected By: |  |  |  | Date: |  |  |  |
| Occupant: |  |  |  | Signature: | |  |  |
| Occupant: |  |  |  | Signature: | |  |  |