

# PROPERTY WALK-THROUGH CHECKLIST



|  |                |
|--|----------------|
| Date:  |                |
| Time:  |                |
| Move-in Inspection <input type="checkbox"/>  | Move-in date:  |
| Move-out Inspection <input type="checkbox"/> | Move-out date: |
| Annual Inspection <input type="checkbox"/>   |                |

|                              |           |              |
|------------------------------|-----------|--------------|
| Property Management Company: |           |              |
| Rental Address:              |           | Unit #:      |
| City:                        | Province: | Postal Code: |

|            |          |
|------------|----------|
| Tenant #1: | Phone #: |
| Tenant #2: | Phone #: |
| Tenant #3: | Phone #: |
| Tenant #4: | Phone #: |

## 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                 |    |                                   |                      |    |                                   |

## 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                         |    |                                   |

## 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                      |    |                                   |                 |    |                                   |

## 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       |    |                                   |                               |    |                                   |

## 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       |    |                                   |                               |    |                                   |

## 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       |    |                                   |                               |    |                                   |

## 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       |    |                                   |                               |    |                                   |

## 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       |    |                                   |                               |    |                                   |

## 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                  |    |                                   |

## 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                  |    |                                   |

## 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                  |  |  |

## 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 |    |                                   | CO2 Detector                  |    |                                   |
| Trim           |    |                                   | Other                         |    |                                   |
| Flooring       |    |                                   |                               |    |                                   |

## 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                          |    |                                   |                        |    |                                   |

## 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<br>TV/Satellite |    |                                   |
| Trim                          |    |                                   | HVAC                  |    |                                   |
| Flooring                      |    |                                   | Water Heater          |    |                                   |
| Electrical switches & outlets |    |                                   | HRV System            |    |                                   |
| Light fixtures                |    |                                   | Storage               |    |                                   |
| HVAC                          |    |                                   | Filters               |    |                                   |
| Smoke detector                |    |                                   | Other                 |    |                                   |

## 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       |    |                                   |

## 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.

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