



## Rent Ready Checklist

### Exterior

- Foundation must be free of gaps, missing bricks, broken concrete, or missing mortar.
- Handrails must be present when there are more than 3 or more steps, and the handrail must be secured.
- Roofs, gutters, and downspouts must be in good condition free of leaks and directed away from the foundation.
- If siding is present, it must be in good condition.
- All fascia and soffits should be intact and should not have any rotted wood.
- All painted surfaces should be free of flaking or peeling paint (this includes garages and sheds).
- Porches or decks more than 30" in height must have a railing.
- No overgrown vegetation.
- No trip hazards in driveway or walkways.

### Interior

- All doors must open, close and latch. Exterior doors must lock and be weather tight.
- Painted walls, trim, floors and ceilings should be free of peeling paint and holes or cracks.
- Carpet (if present) must be clean, free of tears, holes, rips or stains. All flooring must be free from gaps or tears.
- The dwelling should be clean and free of rodent or pest activity.
- All windows must be intact with no broken glass, they must all open and close and stay open. Any windows less than 6 feet from the ground must have working locks.
- If screens in windows are present, they all must be in good repair. At a minimum, each room must have one window with a functioning window and screen.
- The bathroom must have a functioning window or a functioning exhaust fan. If an exhaust fan is present, it must function and be vented to the exterior of the structure. (no attic venting)
- All plumbing should be free of leaks and water pressure should be adequate.
- Toilets should be secured to the floor, clean and in working order.
- Sinks and tubs must have functional stoppers.
- Water heaters must be up to code. Pressure relief valves must have a discharge tube. Hot water capacity must be at least 40 gallons.

## Interior (Continued)

- Appliances present must be clean and in working order. All burners of the stove must be working. The oven must function, be clean, include racks and seal properly when the door is closed.
- The furnace and air conditioning (if present) should be in working order and the filter should be new. Ducts and floor vents must be clean and free of debris.
- All outlets should be working, grounded (if it is three prong) and not loose. GFCI's must be present in all wet areas within 3 feet of source.
- All light fixtures must work if present. Ann globes or light covers must be intact. The bathroom and kitchen must have a permanent ceiling or wall fixture and one outlet.
- Bedrooms and living room must have a permanent light fixture or two working outlets.
- There should be no wires, junction boxes, or knockouts exposed or missing.
- Smoke alarms must be present in all bedrooms and all levels of the home including the basement.
- Carbon Monoxide detector must be present on each floor and must be plugged in.
- ABC rated fire extinguisher must be present in the kitchen.
- If the property was constructed prior to 1978 and located within the City of Toledo, a lead based paint assessment, testing and certification must be completed prior to occupancy.

The checklist provides an overview of critical items that relate to minimum HUD standards as well as Safety, Security and Sanitation items that affect health and wellbeing of residents.

Although the list covers most areas of the dwelling, many construction items like counter tops, sinks, cabinetry as well as larger items like roofing and outbuildings are not addressed and should be reviewed.

The marketability of a unit/property, prevailing rent vs actual rent as well as applicant quality and longevity of a resident, are all affected by the overall quality and desirableness of the dwelling.

The goal is to have a dwelling that is desirable to the market, clean, safe, functional and durable while reducing an owner's maintenance expenses long term.

The best time to address these issues is when the dwelling is vacant while completing a market ready renovation or "turn".