



Make-Ready Guidelines For Rental Properties

Property Address: _____

Potential renters are attracted to properties that are cleaned in detail. Bold colors and busy patterns eliminate the majority of prospects. We have prepared this checklist to assist you in determining your properties repair or replacement item needs.

Appliances- Check for safety, servicing, and cleanliness.

- Run dish washer. Turn on garbage disposal, oven, burners, furnace (change filter), A/C units, washer/ dryer, all bath and kitchen fans, refrigerator, ice makers/water dispenser, etc.
- Dryer vents should be clean and clear of lint build up.
- Have PG&E check gas appliances for safety.
- Strap water heaters and install insulation blankets if needed.

Carbon Monoxide Detectors

- California law requires the installation of a carbon monoxide (CO) alarm, one on each level of the property, in accordance with the manufacturers' instruction.

Doors

- The law requires all exterior doors have a deadbolt lock with a key on the exterior and a knob on the interior. The deadbolt should not be higher than 42 inches from the floor.
- Make sure all doors open and close properly.
- Bedroom doors should not have locking doorknobs.
-Tenants or their children can lock themselves in or out and you will be responsible for any costs to have the door unlocked.
- Make sure all exterior doors **are exterior doors**, and not doors meant for interior rooms.
- Re-key all exterior doors just prior to the tenant moving in. If it is not re-keyed, you are risking liability should a security breach occur.

Exterior

- Curb Appeal– Check the landscaping, fences & exterior. Create a welcoming appearance to a potential renter who is driving by.
- Touch up paint as needed.
- Have your roof inspected and make repairs if needed. Water leaks create problems that lead to expensive repairs and inconvenience.
- Fences– Paint and repair as needed.
- Patios and walkways– make sure they are free of tripping hazards.
- Lighting– make sure the exterior is well lit for safety.
- Landscaping– check all sprinkler systems and timing devices if applicable. We recommend hiring a regular gardening service if landscaping requires regular maintenance.

Fireplace

- Clean and have a safety inspection. Make sure to provide fire grates and/or screens.

Floor Coverings

- If your floor coverings are 5 years or older, they will likely need to be replaced or refinished. If not, have them professionally cleaned or sealed & replaced if needed. Hardwood floors should be sealed periodically to protect them.



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Garages / Carports

- Make sure doors are safe regardless of if they are automatic or manual.
- Placing a smoke detector in the garage or carport is a good idea but not mandatory.

Kitchen & Bath Cabinets / Counter Tops

- Make sure all cabinet doors and drawers open and close properly. If they have a wood finish, they can be freshened up with quality wood products. Installing fresh white liners is another inexpensive way to improve the appearance of your cabinets and cabinet drawers.
- Make sure counter tops are in good condition. Old tile may need re-grouting and/or cleaning as mold and bacteria can accumulate.

Light Fixtures

- Clean and check all fixtures to determine safety and working order.
- It is highly recommended that you replace any dated light fixtures. This is another relatively inexpensive way to update the appearance of your home, making it more attractive to potential renters.
- Replace any burned out bulbs.

Outlets / Switches

- Check all outlets and switches to determine safety and working order.
- Replace old and cracked face plates, this is an inexpensive way to give the room a cleaner, fresher appearance.

Pest Control

- We recommend inspecting your property for any pest. If a pest problem appears we recommend hiring regular pest control.

Plumbing

- Check all plumbing for leaks and working condition. This includes all faucets, drains & pipes.
- It's a good idea to have the drains cleaned out if it has not been done in a while. This will help avoid slow draining from accumulation and save on a service call to a plumbing company. Roots and or problems with the plumbing itself would not be a tenant responsibility.

Smoke Detectors

- Replace Batteries in smoke detectors. There should be one smoke detector centrally located and one in each bedroom.

Walls & Ceilings

- Check the condition of the paint in each room. If it hasn't been painted within the past 3 years, it will likely need a new coat of paint.
- If a new coat of paint is not needed, make sure walls are clean and free of dust and cobwebs. Make sure to spot clean and touch up baseboards too.

Windows, Screens & Window Coverings

- As required by law, all windows must lock. Make sure windows open and close properly, are properly caulked and weather sealed and are free of mold and mildew.
- Screens are needed on all windows that open. West Nile has now made them necessary on rental properties. Clean, repair and replace screens as necessary.