

Apartment Walkthrough Checklist

Make sure everything is in working order

- ☐ Door locks and knobs
- ☐ Windows open and close without catching
- ☐ Toilets, sinks, tubs and showers
- ☐ Stove burners and oven (make sure pilot light is on)
- ☐ Refrigerator and freezer (check the temperature and that there aren't any phantom smells)
- ☐ Dishwasher
- ☐ Any other kitchen appliances
- ☐ Washer/dryer, if available in unit
- ☐ Heater and AC
- ☐ Electrical outlets (test them all)
- ☐ Lights
- ☐ Cable/internet/phone jacks

Check and note any damages

- ☐ Missing or torn window screens
- ☐ Missing grout or tiles in bathrooms
- ☐ Leaks in bathroom or kitchen plumbing
- ☐ Wall switches or lights with strange wiring or lights slow to turn on
- ☐ Water damage in the ceiling
- ☐ Peeling paint or wallpaper, cracked or stained walls
- ☐ Signs of rodents or insects (chew marks or droppings)
- ☐ Blinds and curtains

Verify safety equipment is available and functioning

- ☐ Smoke detectors inside the apartment
- ☐ Fire extinguisher in apartment
- ☐ Fire alarms and sprinklers in common areas
- ☐ Fire escape plan for building
- ☐ At least one window in each sleeping area that opens and is large enough for a person to exit through
- ☐ Approved safety gates that don't require a key (if there are bars on the windows)