

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)