

# Check List used for Rental Inspections



**RENTAL INSPECTION  
FORM**

**PROPERTY ADDRESS:** \_\_\_\_\_ **Owner:** \_\_\_\_\_  
 Inspection Date & Start Time: \_\_\_\_\_ **Agent:** \_\_\_\_\_  
 Total # of Units: \_\_\_ unit # Inspected: \_\_\_ Unit Location: \_\_\_\_\_ Contact / Phone # \_\_\_\_\_

**INSPECTION STATUS ('ok' unless marked 'F' for FAIL)**

Inspection Results: **P** **F**

<b>1 - Smoke Detectors</b>	<b>Fail</b>	<b>7 - Exterior</b>	<b>Fail</b>
Hallway		Accessory structures in good repair (shed/deck/garage/fence/pools)	
Basement / Other level		Foundation/chimney	
Bedroom #1 Dimensions:		Guard rails & exterior stairs	
Bedroom #2 Dimensions:		Peeling paint and/or broken windows	
Bedroom #3 Dimensions:		Screens on windows during season (April - Oct)	
Carbon monoxide detector(s) - gas appliance/attached garage present		Self-closing screen doors	
<b>2 - Interior Finishes</b>		Standing water	
Handrails		Vehicles parked legally/ Inoperable vehicles	
Holes/Breaks		Rubbish storage	
Infestations		Grass/weeds less than 6" high	
No storage within 3 ft. of gas appliances/furnace		<b>COMMENTS:</b>	
PRV & drop pipe on water heater			
<b>5 - Electrical</b>			
Common areas illuminated			
Covers on all junction box, outlets, switches			
Excessive extension cord use			
Proper receptacle grounding (& GFCI protection)			
Service panel accessible for all occupants			
Two (2) receptacles per room			
<b>6 - Plumbing</b>			
Proper fixture operation w/o leaks (fill/drain, flush)			
Proper water temperatures			

**Rental Representative Signature:** \_\_\_\_\_ **City Staff Initials :** \_\_\_\_\_

**City Inspector Noted:** The violations and correction timeframe were explained to the AGENT and the AGENT appears to fully understand what the violation(s) are and what is needed to become compliant. If there are any violations, AGENT understands a RENTAL INSPECTION CORRECTION NOTICE will be issued to AGENT and they will have 21 days from the date of issuance in which to respond, comply, or appeal.

PIN # 76 \_\_\_\_\_

Inspected by: \_\_\_\_\_