



Rental Inspection Checklist - Multiple Family

Address: _____

Date: _____

Inspector: _____

Total Number of Units: _____

| FIRE SAFETY | OK | Noted | Cited | Check | EXTERIOR | OK | Noted | Cited | Check |
|--|----|-------|-------|-------|--|----|-------|-------|-------|
| Knox Box (6 or more units) Y or N | OK | | C | | Address Number on Building: | OK | | C | |
| Alarm Panel - Date: | OK | | C | | 4-inch - Contrast | OK | | C | |
| Emergency Lights | OK | | C | | Yard Condition: | OK | | C | |
| Exit Lights | OK | | C | | Outdoor Storage | OK | | C | |
| Fire Doors | OK | | C | | Furniture | OK | | C | |
| Fire Escape | OK | | C | | Motor Vehicle | OK | | C | |
| Fire Extinguishers (hallways) | OK | | C | | Grass Height (under 12") | OK | | C | |
| Sprinkler System - Date: | OK | | C | | Weeds | OK | | C | |
| COMMON LAUNDRY | | | | | Trees - Shrubs | OK | | C | |
| Clothes Dyer Exhaust: | | | | | Refuse - Garbage | OK | | C | |
| Materials -To Exterior | OK | | C | | Sidewalks - Driveways | OK | N | C | |
| Grounded Receptacle - GFCI | OK | | C | | Stairs | OK | N | C | |
| Laundry Sink | OK | | C | | Handrails - Guardrails | OK | | C | |
| Washer Drain Lines | OK | | C | | Porch | OK | N | C | |
| COMMON INTERIOR | | | | | Gutters: | | | | |
| Ceilings - Location: | | | | | Need to be Cleaned | OK | N | C | |
| Repair - Paint | OK | N | C | | Downspouts Missing/Off | OK | N | C | |
| Walls - Location: | | | | | Paint: | | | | |
| Repair - Paint | OK | N | C | | Trim - Siding | OK | N | C | |
| Doors: | | | | | Garage/Shed Paint: | | | | |
| Close & Latch | OK | | C | | Trim - Siding | OK | N | C | |
| Floors - Location: | | | | | Roof: | | | | |
| In Good Repair | OK | N | C | | Building | OK | N | C | |
| Stairs | OK | | C | | Garage | OK | N | C | |
| Handrails - Guardrails | OK | | C | | Shed | OK | N | C | |
| Smoke Detectors: | | | | | Structural Foundation | OK | N | C | |
| Main - Second - Third | OK | | C | | Windows: | | | | |
| MECHANICAL | | | | | Broken Glass - Screens | OK | | C | |
| Common Water Heater | OK | | C | | Operable - Locks | OK | | C | |
| Common Boiler | OK | | C | | Graffiti | OK | | C | |
| Sump Pump | OK | N | C | | OTHER | | | | |
| Elevator/s: | | | | | Cleanliness Interior - Exterior | OK | | C | |
| Operable - Current | OK | | C | | Visible Signs of Infestation | OK | | C | |

KEY

- | | | | |
|-------------------------|-----------------------|-------------------------|---------------------------|
| (1) Bathroom Fan/Window | (5) Electrical Panel | (9) GFCI | (13) Plumbing Under Sink |
| (2) Cleanliness | (6) Fire Extinguisher | (10) Infestation | (14) Seal Bathtub/Shower |
| (3) Closet Light | (7) Fireplace/s | (11) Paint | (15) Smoke Detectors |
| (4) Doors | (8) Furnace | (12) Patio/Deck/Balcony | (16) Water Heater |
| | | | (17) Window Basement Bdrm |

| UNIT # | OK | UNIT # | OK |
|--------|----|--------|----|
| N C | | N C | |
| N C | | N C | |
| N C | | N C | |
| N C | | N C | |
| N C | | N C | |

Signature of Property Owner / Property Manager

Noted (N): Correct prior to next rental cycle Cited (C): Required for LOC - correct now Check (v): Further code research required