



# PRE MOVE- IN CHECKLIST FOR OWNER

1. RE-KEY ALL LOCKS BETWEEN TENANTS
2. MAKE SURE ALL WINDOWS AND DOORS OPERATE AND LOCK CORRECTLY
3. CARBON MONOXIDE DETECTORS INSTALLED (ONE PER STORY)
4. SMOKE DETECTORS REQUIRED FOR ALL BEDROOMS
6. WATER HEATER TURNED ON AND DOUBLE STRAPPED
7. FIREPLACE CLEANED AND SAFETY CHECK
8. ALL APPLIANCES IN GOOD WORKING ORDER
9. ALL LIGHTS, BULBS, AND SWITCHES WORKING PROPERLY
10. ALL CARPETS PROFESSIONALLY CLEANED
11. ENTIRE HOME PROFESSIONALLY CLEANED
12. ANY FURNITURE OR JUNK REMOVED FROM HOME, GARAGE, YARDS
13. CONTACT PAPER REMOVED FROM ALL CABINETS
14. CHECK TOILETS AND FAUCETS FOR LEAKS
15. CHECK CAULKING AROUND ALL TOILETS, TUBS, SINKS
16. REPLACE WORN TOILET SEATS
17. TIGHTEN ALL DOOR KNOBS, HANDLES, HINGES
18. CHECK THAT ALL DOORS AND CLOSET DOORS OPERATE PROPERLY
19. BATHTUB RE-GLAZED IF ANY SIGNS OF WEAR
20. REPLACE BLINDS WHERE NEEDED
21. REPLACE / REPAIR DAMAGED SCREENS
22. CLEAN GUTTERS THOROUGHLY
23. CHECK SPRINKLER TIMERS AND VALVES
24. HOLES PATCHED AND INTERIOR WALLS, DOORS AND BASEBOARDS PAINTED
25. REPLACE ALL SWITCH PLATES IF WORN OR DIRTY
26. OUTSIDE GARBAGE CANS EMPTIED
27. ALL EXTRA KEYS AND GARAGE REMOTES PLACED IN KITCHEN DRAWER
28. ALL OWNERS MANUALS AND WARRANTY INFO PROVIDED
29. CHECK FURNACE / AC / CHANGE FILTERS
30. CHECK WASHER , DRYER, HOSES AND VENTS
31. ALL UTILITIES MUST BE TURNED ON
32. ALARM CODE PROVIDED TO PMI