

Make Ready Apartment Turnover Checklist

Task	Complete?	Repair Cost	Notes
Any bad smells?			
Test remotes & switches (TV, lights, fans)			
Wall or ceiling cracks			
Check faucets and toilets for leaks			
Test window shades, curtains and blinds			
Any rotten furniture or wood?			
Inspect the walls and ceiling for repainting			
Are floors or carpets damaged? Smell?			
Any sign of insects, bugs, or termites?			
Are they leaving any belongings behind?			
Replace air filters			
Check smoke detectors			
Check all appliances (oven, laundry, etc..)			
Replace locks or codes			
Take pictures and videos			