

Inspection Checklist For Rental Properties
City Of West Lafayette, IN

Date:
Inspector Name:
Property address:
Type of Property:
Time In: Time Out:

Electrical Panel:

- ☐ Service amps adequate for usage
 - ☐ Properly grounded and in good condition
 - ☐ No open circuits in box
 - ☐ If fuses – proper sizes
 - ☐ Adequate clearance and easy access
 - ☐ All equipment installed and maintained to code
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General Electrical:

- ☐ Covers on switches & outlets
 - ☐ Splices to code in covered boxes
 - ☐ GFCIs where required & operable
 - ☐ Switches, outlets & fixtures operable
 - ☐ Minimum 2 spaced outlets in all rooms
 - ☐ Adequate light fixtures, with globes as needed
 - ☐ Buffer space around lights to combustibles
 - ☐ Safe, limited use of extension cords
 - ☐ Exterior lines secure & protected
 - ☐ All installations maintained to code
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Water Heater:

- ☐ Gas shut-off valve
 - ☐ Proper pop-off valve & drop pipe
 - ☐ Vent secured & properly pitched
 - ☐ Operable, with no rust holes or leaks
 - ☐ Adequate surrounding clearance
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HVAC:

- ☐ Gas shut-off valve and on/off switch
 - ☐ Vent secured & properly pitched
 - ☐ Filters are cleaned periodically
 - ☐ Operable, provides minimum 68 degrees
 - ☐ Adequate surrounding clearance
 - ☐ All equipment installed and maintained to code
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Laundry:

- ☐ Proper dryer vent to exterior with cover
 - ☐ Gas shut-off valve, capped if unused
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Sinks, Bathtubs & Showers:

- ☐ Operable, with hot & cold water
 - ☐ Functioning drains with proper traps
 - ☐ No leaks or drips
 - ☐ Garbage disposal operable if present
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Toilets:

- ☐ Operating properly
 - ☐ No leaks or continuous running
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General Plumbing:

- ☐ Installed correctly with no leaks
 - ☐ Proper venting
 - ☐ Functioning drains with proper traps & covers
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Stairways:

- ☐ Handrails if 4 or more steps
 - ☐ Lighted correctly
 - ☐ Steps stable, unbroken & of adequate strength
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Windows:

- ☐ Proper locations & sizes for light & ventilation
 - ☐ Proper for egress and lockable
 - ☐ Snug fit, operable & not broken or cracked
 - ☐ Bathrooms need mechanical or window venting
 - ☐ Screens are present & in good condition
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Smoke Detectors:

- ☐ Properly installed and operable
☐ Installed in correct locations
☐ LR ☐ DR ☐ BD 1 ☐ BD 2 ☐ BD 3 ☐ BD 4 ☐ Other
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Rooms

- ☐ Walls, floors & ceilings intact & maintained
☐ LR ☐ DR ☐ BD 1 ☐ BD 2 ☐ BD 3 ☐ BD 4 ☐ Other
- ☐ No padlocks or interior key locks on doors
☐ LR ☐ DR ☐ BD 1 ☐ BD 2 ☐ BD 3 ☐ BD 4 ☐ Other
- ☐ Unobstructed egress within and out of home
☐ LR ☐ DR ☐ BD 1 ☐ BD 2 ☐ BD 3 ☐ BD 4 ☐ Other
- ☐ Adequate area & height & proper layout
☐ LR ☐ DR ☐ BD 1 ☐ BD 2 ☐ BD 3 ☐ BD 4 ☐ Other
- ☐ Fireplaces, wood stoves operable & maintained
☐ LR ☐ DR ☐ BD 1 ☐ BD 2 ☐ BD 3 ☐ BD 4 ☐ Other
- ☐ No rubbish or garbage accumulation
☐ LR ☐ DR ☐ BD 1 ☐ BD 2 ☐ BD 3 ☐ BD 4 ☐ Other
- ☐ Basement bedrooms/rooms have egress windows
☐ LR ☐ DR ☐ BD 1 ☐ BD 2 ☐ BD 3 ☐ BD 4 ☐ Other
- ☐ Bedrooms and bathrooms have privacy doors
☐ BA 1 ☐ BA 2 ☐ BD 1 ☐ BD 2 ☐ BD 3 ☐ BD 4
- ☐ Closet lights away from combustibles, up to code and operable
☐ BD 1 ☐ BD 2 ☐ BD 3 ☐ BD 4 ☐ Other
- ☐ Kitchen floors in good condition
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Exterior Doors:

- ☐ Proper for egress and lockable
☐ Snug fit, operable & unbroken
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Building Exterior:

- ☐ Roof waterproof & maintained
☐ Walls, foundations, chimney maintained
☐ Porches solid & maintained
☐ Guardrails on porches over 30" high
☐ Handrails if 4 or more steps
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Yard:

- ☐ Grass, shrubs, trees maintained to code
☐ Accessory structures maintained to code
☐ No illegal vehicles or illegal parking
☐ No rubbish or garbage
☐ Have garbage containers with covers
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This is a checklist of common violations of the West Lafayette Housing-Property Maintenance Code (BOCA, 1978) as adopted by Ordinance 20-78 (Chapter 112, West Lafayette City Code). This checklist is not a comprehensive list of all code provisions and requirements applicable in the City of West Lafayette.