



Make Ready Checklist Inspection

Inspection Date	Technician	Property	Units
06-12-2023	Andrea Reusser	Overlook Apartments	A9

LIVING ROOM:	
Ceilings / Lights:	Ok
Door / Closet:	Ok
Other:	Not Ok
Charges Type	
Charges	0
Comment	No door stop behind front door, door stays open, large gap under door, threshold needs replaced, a/c is crooked, no mat under kitchen sink, old dirty string on closet light, cover full of bugs in closet light, no firestop below microwave, seems no fireavert behind stove, no shower rod, no toilet paper, towel bar too big for wall, no sticker under kitchen sink, bathroom exhaust dirty, lights not centered over cabinet, oven rack still connected to element, fridge and freezer racks and drawers all taped together and in plastic, stickers/labels still on cabinets



Walls / Outlets:	Ok
Window:	Not Ok
Charges Type	
Charges	0
Comment	Needs touched up and hole sealed in corner



Window coverings: Ok

DINING ROOM:	
Ceilings / Lights:	Ok
Walls / Outlets:	Ok
Window:	Ok
Window coverings:	Ok

KITCHEN:	
Backsplash:	Ok
Ceiling Fan:	N/A
Ceiling Light Fixture:	N/A
Ceiling Lights:	Ok
Cleaning of Stove:	Ok
Drip Pan:	N/A
Faucet:	Ok
Faucet Knobs:	Ok
Floors:	Ok
Formica/Tiles:	N/A
Garbage Disposal:	Not Ok
Charges Type	
Charges	0
Comment	Makes very loud noise at start and stop. Is that normal?



Kitchen Sink:	Ok
Microwave:	Ok
Other:	N/A
Oven Door Handle:	Ok
Oven Racks:	Not Ok
Charges Type	
Charges	0
Comment	Connected to element



Range Top:	N/A
Rubber Stopper:	Ok
Stove Knob:	Ok
Verify that either a Fire Stop (under the microwave) or FireAvert (behind the stove) exists.:	Not Ok
Charges Type	
Charges	0
Comment	Can't get stove out. Flush to wall. Nothing under microwave



Wall Outlets:	Ok
Washer/Dryer:	N/A
Window Coverings:	N/A

BEDROOMS:	
Ceilings / Lights:	N/A
Door / Closet:	N/A
Floors / Carpet:	N/A
Other:	N/A
Walls / Outlets:	N/A
Window:	N/A
Window coverings:	N/A

BATHROOM:	
Cabinets / Mirror:	N/A
Ceiling Lights:	Not Ok
Charges Type	
Charges	0
Comment	Dirty, off center



Cleaning Bathroom:	Ok
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Complete Toilet:	Not Ok
Charges Type	
Charges	0
Comment	No plastic,,, new toilet seat?



Counter Top:	N/A
Floors:	Ok
Formica /Tile:	N/A
Is there signs of moisture from outside in the apartment?:	Ok
Medicine Cabinet:	N/A
Mirror Cabinet:	Ok
Other:	N/A
Remove Mildew on Tiles:	N/A
Shower Curtain Bar:	Not Ok
Charges Type	
Charges	0
Comment	Missing

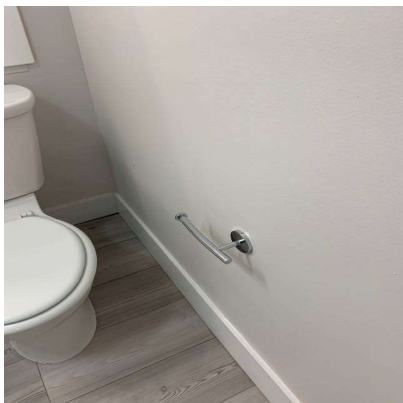


Shower Head:	Ok
Sink:	Ok
Soad Dish (Tub):	Not Ok

Charges Type	
Charges	0
Comment	No corner dish



Soap Dish (Sink):	N/A
Toilet Paper Holder:	Not Ok
Charges Type	
Charges	0
Comment	No paper

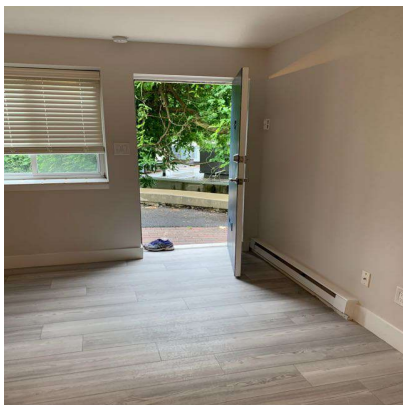


Toilet Tank:	Ok
Towel Bar:	Not Ok
Charges Type	
Charges	0
Comment	Too big, wrong wall



Tub Knob(s):	Ok
Tub Reglazing:	N/A
Vanity Cabinet:	Ok
Wall Outlets:	Ok
Window:	N/A

LOCKS:	
Door Knob:	Ok
Door Lock:	Ok
Ensure the apartment door has an automatic closure and closes properly. :	Not Ok
Charges Type	
Charges	0
Comment	Door stays open



Fix Door when extra lock is removed:	N/A
Mail-Box Lock:	N/A

KEYS:	
Failure To Return Apartment Key:	N/A
Failure To Return Mailbox Key:	N/A

DOORS:	
Apartment Door:	Not Ok
Charges Type	
Charges	0
Comment	Large gap under door. Needs sweeps. Threshold is bent rubber seal torn, needs replaced



Apartment Door closes automatically:	Not Ok
Charges Type	
Charges	0
Comment	Door stands open



Frame:	N/A
Hollow:	N/A
Solid Core & Steel:	N/A

PAINTING:	
Border Removal (Per Room):	Ok
Holes in Walls (Each Hole):	Ok
Over Dark Colors (Per Room):	Ok
Wallpaper Removal (Per Room):	Ok

CARPET:	
Burns:	Ok
Deodorize:	Ok
Pet Treatment (Odor):	Ok
Replace Carpet 1 Bedroom:	Ok
Replace Carpet 2 Bedroom:	Ok
Shampoo 1 Bedroom:	Ok
Shampoo 2 Bedroom:	Ok
Stain Removal:	Ok

MISCELLANEOUS:	
Broken Window Glass (Per Pane):	N/A
Cabinet Equipment:	Ok
Carbon Monoxide Detector:	N/A
Cleaning of Apartment:	Ok
Clear Storage Locker:	N/A
Closet Shelves:	Ok
Common Area damaged during moveout:	N/A
Confirm you have installed or there is in place a stainless steel toilet tank water connector.:	Ok
Door Intercom System:	N/A
Exhaust Fan:	N/A
Fan Blades:	Ok
If fire stops have been installed throughout the property, ensure fire stops are installed.:	N/A
Light Globes:	Not Ok
Charges Type	
Charges	0
Comment	Closet globe filled with bugs



Mini Blind(s) each:	N/A
Outside Lights:	Ok
Phone Jack:	Ok
Rallings:	N/A
Removal Of Bulk Items:	N/A
Remove Debris (Per Bag):	N/A
Sliding Mirror/Glass Door (2):	N/A
Smoke Detector Alarm:	Ok
Stoppage by foreign object in any drain:	N/A
Switch Plate Covers:	Ok
Thermostat Cover:	Ok
Vertical Blinds:	N/A
Vinly Tile Bathroom:	N/A
Vinly Tile Kitchen:	N/A
Window Screen(s) each:	Ok
Window Sills:	Ok

OVERALL:	
Signs of Moisture inside the apartment:	Ok
Signs of Moisture outside the apartment:	Ok

RENOVATED UNITS:	
All electrical boxes are to be secure in place and not hanging.:	N/A
Disposal and dishwasher are to be plug in and not hot hard wired.:	N/A
Do not overload the circuits.:	N/A
Ground wires are to be hook up.:	N/A
Make sure all wires are connected properly and tight and correct wire nut use.:	N/A

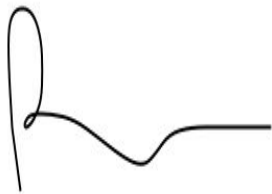
No stabbing of wires into the back of outlet, they are to be put around the screw.:	N/A
On GFCI outlets the hot wire goes to the line side on the fixture and not the load side.:	N/A
Plastic boxes are not to be surface-mounted, with a utility box.:	N/A

BATHROOM RENOVATION:	
Install new 1/2 inch ball valves and remove the old gates valves.:	N/A
Removal of all sheetrock in the bathroom.:	N/A
Remove of old drums trap and installing P traps for tub drains.:	N/A
Replace the 1/2 inch copper water lines.:	N/A
Using 1/2 inch hardi board around the wet area of the tub.:	N/A

Resident	
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Lindy Community Representative Name	Andrea Reusser
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Technician	Andrea Reusser
Resident not available for signature	