



Make Ready Checklist Inspection

Inspection Date	Technician	Property	Units
08-11-2022	Andrea Reusser	Overlook Apartments	B5

LIVING ROOM:	
Ceilings / Lights:	Ok
Door / Closet:	Not Ok
Charges Type	
Charges	0
Comment	Remove shelf and first closet rod. Replace with regular shelf Reattach molding strip in back of closet



Other:	Ok
Walls / Outlets:	Ok
Window:	Ok
Window coverings:	Ok

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

KITCHEN:	
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Backsplash:	Not Ok
Charges Type	
Charges	0
Comment	No backsplash



Cabinets:	
Cabinet Door:	Ok

Cabinets:	
Cabinet Handle:	Ok

Cabinets:	
Cabinet Shelf:	Ok

Ceiling Fan:	Ok
Ceiling Light Fixture:	Ok
Ceiling Lights:	Ok
Cleaning of Stove:	Ok
Counter Top:	Ok

Dishwasher:

Dishwasher Knob:

Not Ok

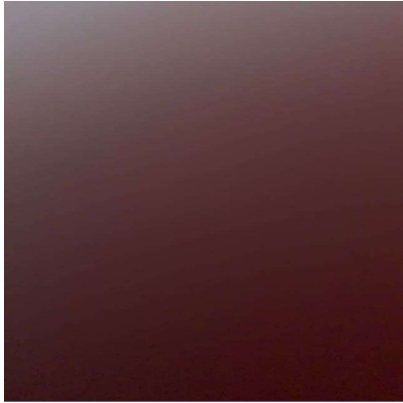
Charges Type

Charges

0

Comment

Na

**Dishwasher:**

Dishwasher Rack:

Not Ok

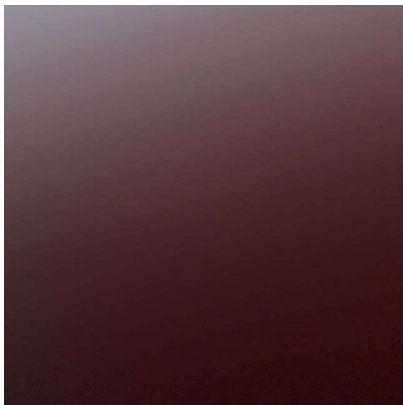
Charges Type

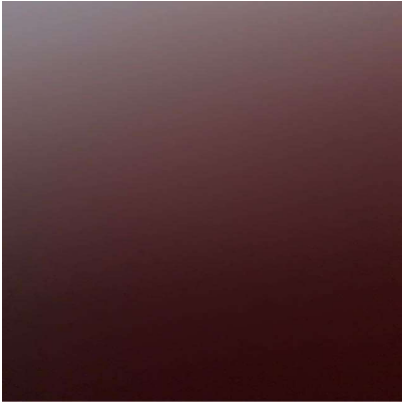

Charges

0

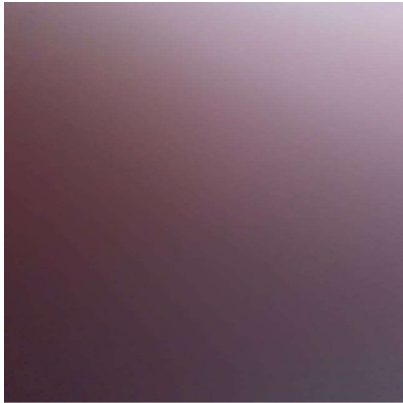
Comment

Na



Dishwasher:	
Dishwasher Silverware Holder:	Not Ok
Charges Type	
Charges	0
Comment	Na
	
Drip Pan:	Ok
Electric Meter:	Ok
Faucet:	Ok
Faucet Knobs:	Ok
Floors:	Not Ok
Charges Type	
Charges	0
Comment	Clean grout
	
Formica/Tiles:	Ok
Garbage Disposal:	Ok
Kitchen Sink:	Ok
Microwave:	Not Ok
Charges Type	

Charges	0
Comment	Doesn't have one



Other:	Not Ok
Charges Type	
Charges	0
Comment	Replace refrigerator door and freezer door seals Change doorhandles to proper side



Oven / Range:	
Oven Cleaning:	Ok

Oven / Range:	
Oven door handle:	Ok

Oven / Range:	
Oven drip pan:	Ok

Oven / Range:	
Oven knobs:	Ok

Oven / Range:	
Oven Racks:	Ok

Oven / Range:		
Range burners:		Ok

Oven / Range:		
Range Hood:		Ok

Oven Door Handle:	Ok	
Oven Racks:	Ok	
Range Top:	Ok	

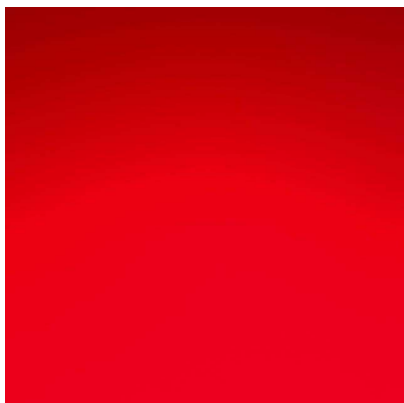
Refrigerator (Freezer):		
Cleaning Refrigerator:		Ok

Refrigerator (Freezer):		
Refrigerator (Drawers):		Ok

Refrigerator (Freezer):		
Refrigerator (Shelf and Bars):		Ok

Refrigerator (Freezer):		
Refrigerator Crisper Glass/Plastic:		Ok

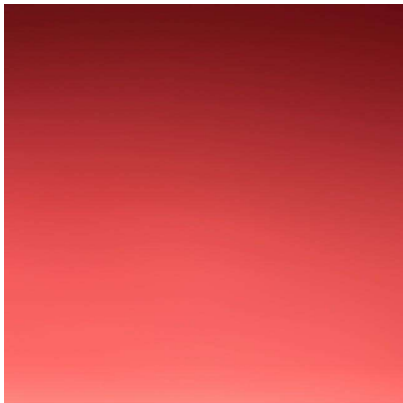
Rubber Stopper:	Ok	
Stove Knob:	Ok	
Verify that either a Fire Stop (under the microwave) or FireAvert (behind the stove) exists.:	Ok	
Wall Outlets:	Ok	
Washer/Dryer:	Not Ok	
Charges Type		
Charges	0	
Comment	Don't have one	



Window Coverings:	Not Ok
Charges Type	
Charges	0
Comment	Trim blinds on left-hand side there too long and dry the floor



BEDROOMS:	
Ceilings / Lights:	Not Ok
Charges Type	
Charges	0
Comment	Na



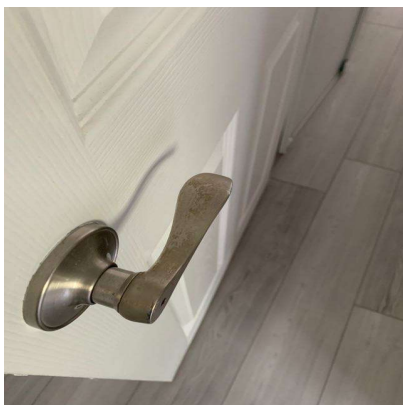
Door / Closet:	Not Ok
Charges Type	
Charges	0
Comment	Closet doors need installed



Floors / Carpet:	Not Ok
Charges Type	
Charges	0
Comment	Seal hole under ac

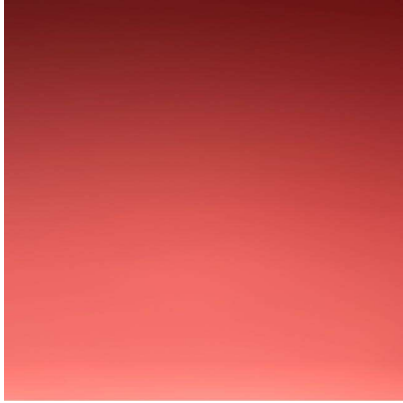


Other:	Not Ok
Charges Type	
Charges	0
Comment	Replace passage handle with new one

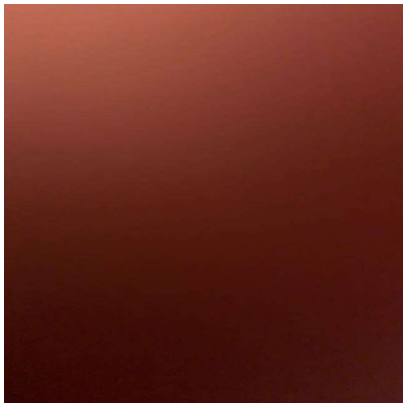


Walls / Outlets:	Ok
Window:	Ok
Window coverings:	Ok

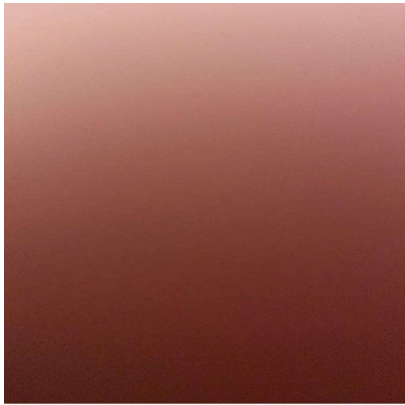
BATHROOM:	
Cabinets / Mirror:	Not Ok
Charges Type	
Charges	0
Comment	N/a duplicate



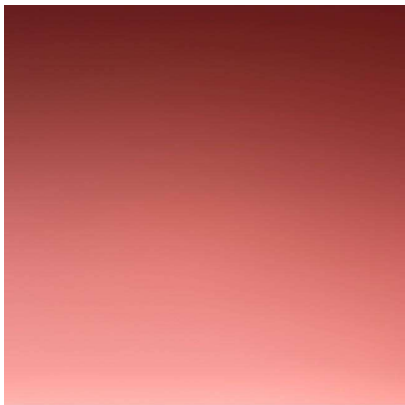
Ceiling Lights:	Not Ok
Charges Type	
Charges	0
Comment	N/a



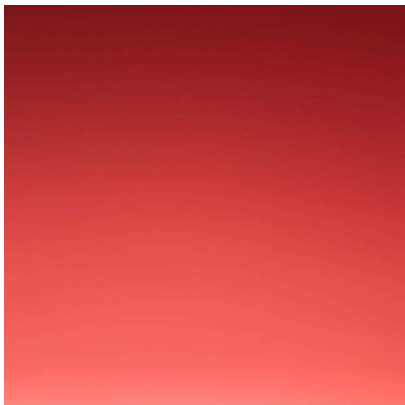
Cleaning Bathroom:	Ok
Complete Toilet:	Not Ok
Charges Type	
Charges	0
Comment	What does this mean?



Counter Top:	Ok
Floors:	Ok
Formica /Tile:	Not Ok
Charges Type	
Charges	0
Comment	N/a

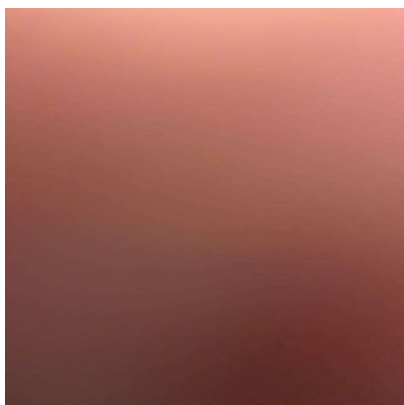


Is there signs of moisture from outside in the apartment?:	Not Ok
Charges Type	
Charges	0
Comment	N/a

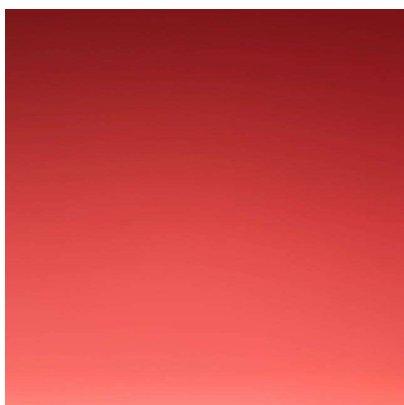


Medicine Cabinet:	Not Ok
Charges Type	

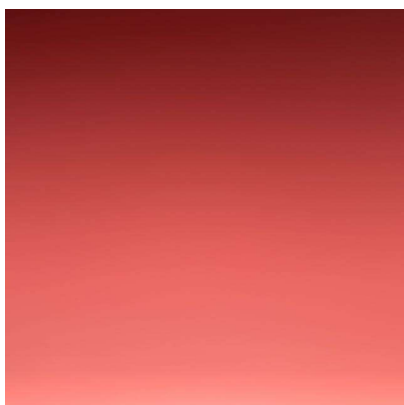
Charges	0
Comment	There are not always two- n/a



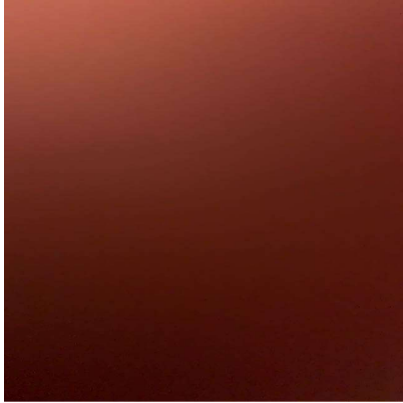
Mirror Cabinet:	Ok
Other:	Not Ok
Charges Type	
Charges	0
Comment	N/a



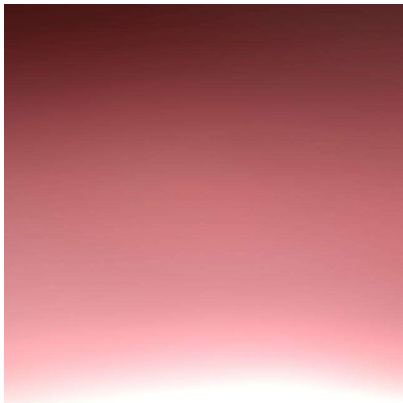
Remove Mildew on Tiles:	Ok
Shower Curtain Bar:	Not Ok
Charges Type	
Charges	0
Comment	N/a -tension rod? Should this be secured in place?



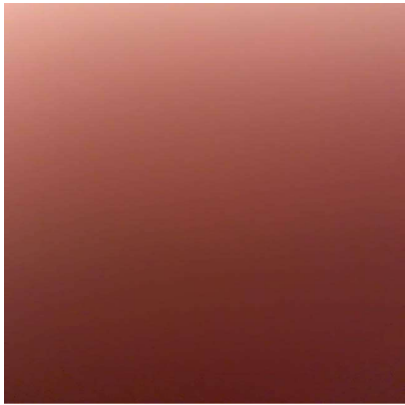
Shower Head:	Ok
Sink:	Ok
Soad Dish (Tub):	Not Ok
Charges Type	
Charges	0
Comment	N/a



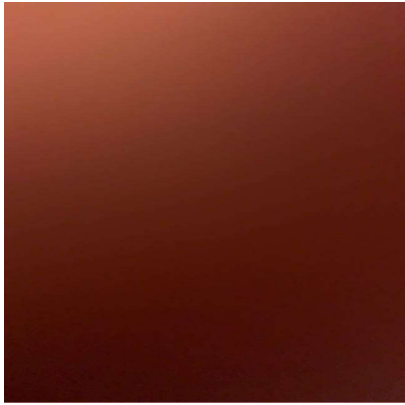
Soap Dish (Sink):	Not Ok
Charges Type	
Charges	0
Comment	N/a



Toilet Paper Holder:	Ok
Toilet Tank:	Ok
Towel Bar:	Ok
Tub Knob(s):	Ok
Tub Reglazing:	Not Ok
Charges Type	
Charges	0
Comment	N/a



Vanity Cabinet:	Ok
Wall Outlets:	Not Ok
Charges Type	
Charges	0
Comment	N/a



Window:	Not Ok
Charges Type	
Charges	0
Comment	N/a



LOCKS:	
Door Knob:	Ok

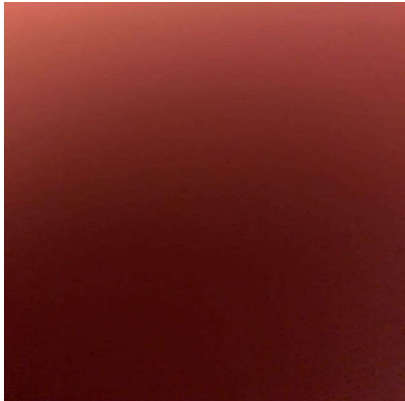
Door Lock:	Ok
Ensure the apartment door has an automatic closure and closes properly. :	Ok
Fix Door when extra lock is removed:	Ok
Mail-Box Lock:	Ok

KEYS:	
Failure To Return Apartment Key:	Ok
Failure To Return Mailbox Key:	Ok

DOORS:	
Apartment Door:	Ok
Apartment Door closes automatically:	Ok
Frame:	Ok
Hollow:	Ok
Solid Core & Steel:	Ok

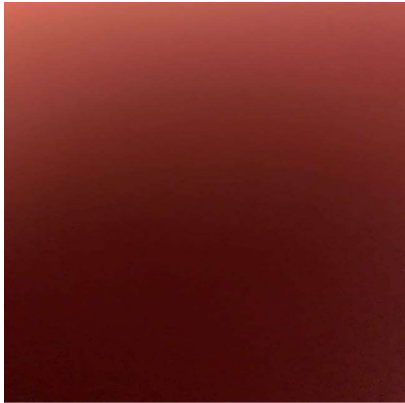
PAINTING:	
Border Removal (Per Room):	Ok
Holes in Walls (Each Hole):	Ok
Over Dark Colors (Per Room):	Ok
Wallpaper Removal (Per Room):	Ok

CARPET:	
Burns:	Not Ok
Charges Type	
Charges	0
Comment	N/a

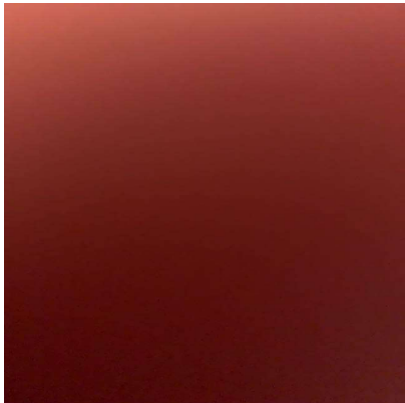


Deodorize:	Not Ok
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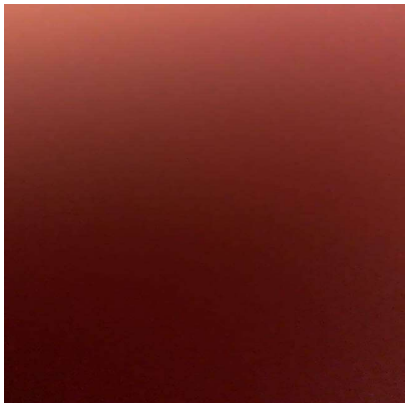
Charges Type	
Charges	0
Comment	N/a



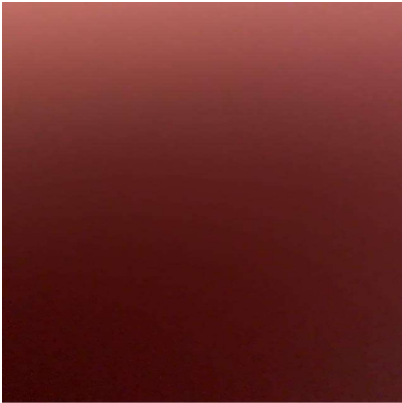
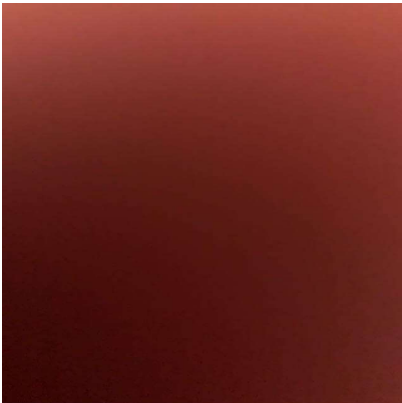
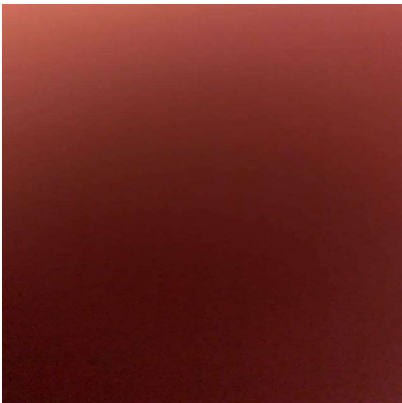
Pet Treatment (Odor):	Not Ok
Charges Type	
Charges	0
Comment	N/a

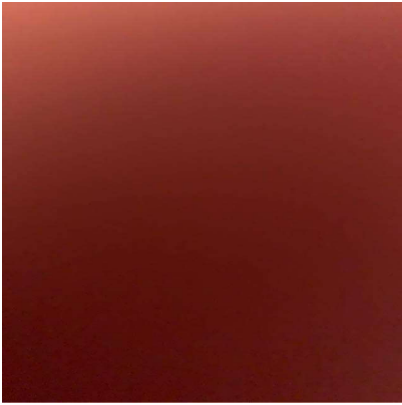


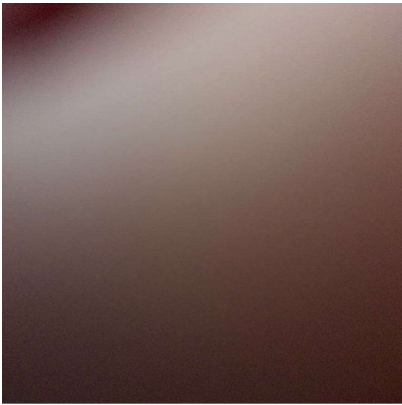
Replace Carpet 1 Bedroom:	Not Ok
Charges Type	
Charges	0
Comment	N/a

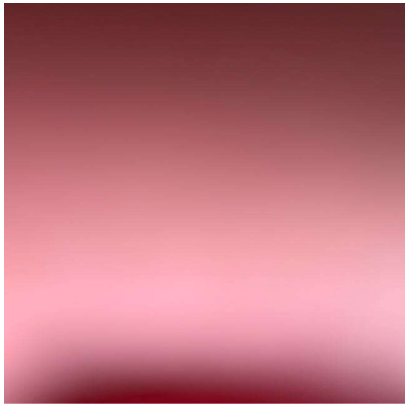


Replace Carpet 2 Bedroom:	Not Ok
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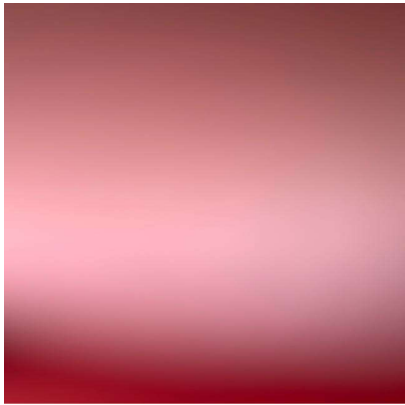
Charges Type	
Charges	0
Comment	N/a
	
Shampoo 1 Bedroom:	Not Ok
Charges Type	
Charges	0
Comment	N/a
	
Shampoo 2 Bedroom:	Not Ok
Charges Type	
Charges	0
Comment	N/a
	
Stain Removal:	Not Ok

Charges Type	
Charges	0
Comment	N/a
	

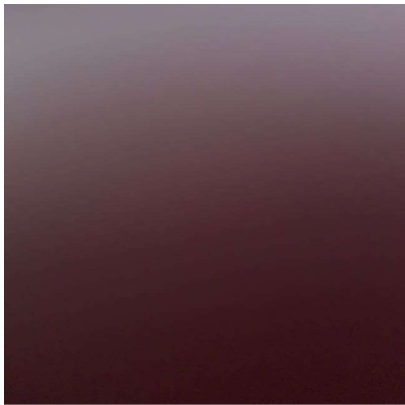
MISCELLANEOUS:	
Broken Window Glass (Per Pane):	Not Ok
Charges Type	
Charges	0
Comment	N/a
	
Cabinet Equipment:	Not Ok
Charges Type	
Charges	0
Comment	Duplicate



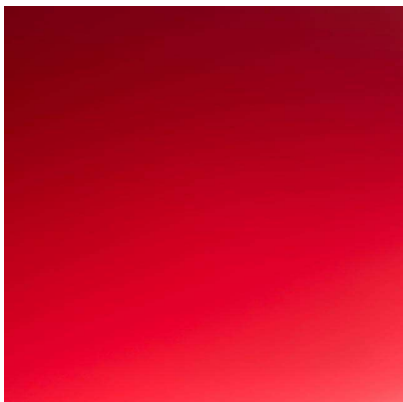
Carbon Monoxide Detector:	Ok
Cleaning of Apartment:	Ok
Clear Storage Locker:	Not Ok
Charges Type	
Charges	0
Comment	N/a



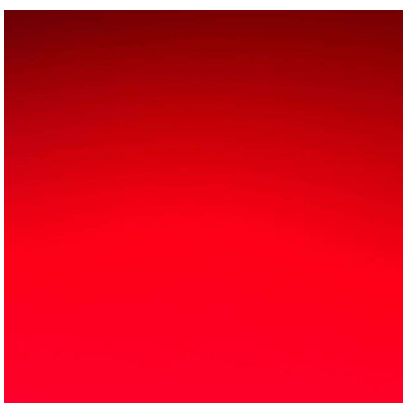
Closet Shelves:	Ok
Common Area damaged during moveout:	Not Ok
Charges Type	
Charges	0
Comment	This is not a move out inspection



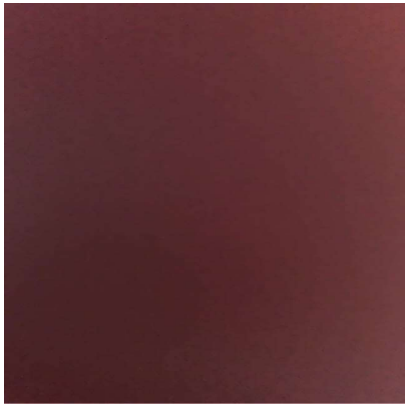
Confirm you have installed or there is in place a stainless steel toilet tank water connector.:	Not Ok
Charges Type	
Charges	0
Comment	Don't know



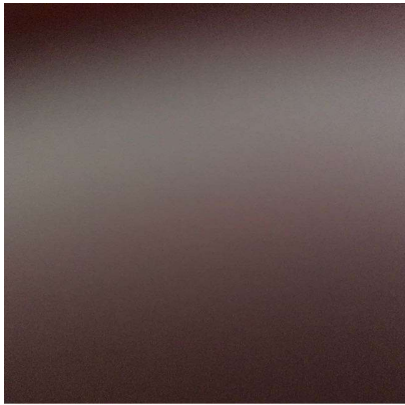
Door Intercom System:	Not Ok
Charges Type	
Charges	0
Comment	N/a



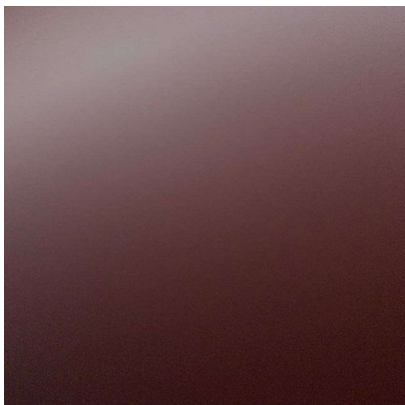
Exhaust Fan:	Not Ok
Charges Type	
Charges	0
Comment	Kitchen or bath? Also duplicate for both



Fan Blades:	Not Ok
Charges Type	
Charges	0
Comment	Move to ceiling dining room or living room with other ceiling fan questions



Fire extinguisher:	Ok
If fire stops have been installed throughout the property, ensure fire stops are installed.:	Not Ok
Charges Type	
Charges	0
Comment	Duplicate

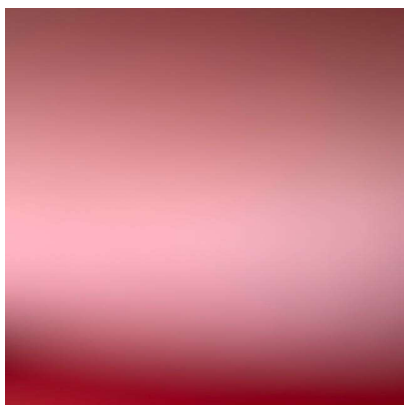


Light Globes:	Not Ok
Charges Type	

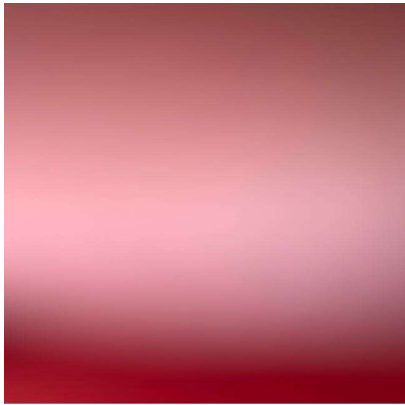
Charges	0
Comment	In hallway, have bugs in them. Wrong color bulbs.



Mini Blind(s) each:	Ok
Outside Lights:	Ok
Phone Jack:	Ok
Rallings:	Ok
Removal Of Bulk Items:	Not Ok
Charges Type	
Charges	0
Comment	N/a



Remove Debris (Per Bag):	Not Ok
Charges Type	
Charges	0
Comment	N/a



Sliding Mirror/Glass Door (2):	Ok
Smoke Detector Alarm:	Ok
Stoppage by foreign object in any drain:	Ok
Switch Plate Covers:	Not Ok
Charges Type	
Charges	0
Comment	Duplicate

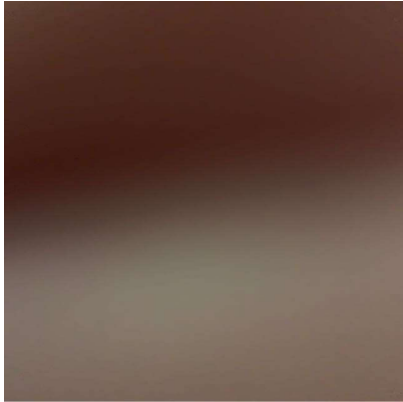


Thermostat Cover:	Not Ok
Charges Type	
Charges	0
Comment	No thermostat

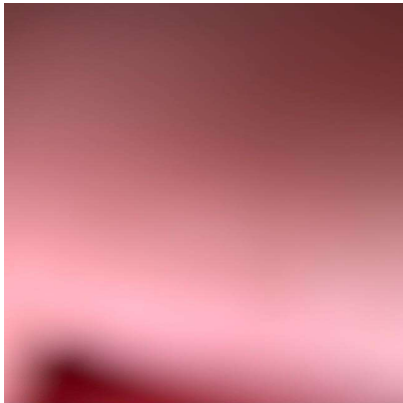


Vertical Blinds:	Ok
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Vinly Tile Bathroom:	Not Ok
Charges Type	
Charges	0
Comment	Duplicate



Vinly Tile Kitchen:	Not Ok
Charges Type	
Charges	0
Comment	Duplicate



Window Screen(s) each:	Not Ok
Charges Type	
Charges	0
Comment	Sliding door screen needs replaced lots of holes



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.:

Not Ok

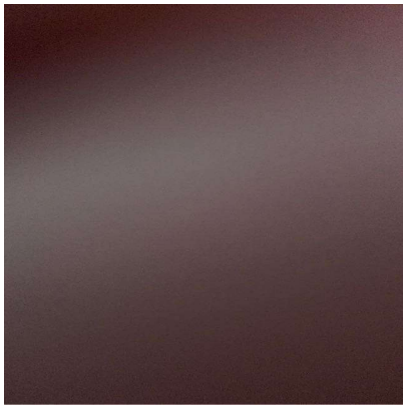
Charges Type

Charges

0

Comment

N/a N/a - should be a maintenance check list



Disposal and dishwasher are to be plug in and not hot hard wired.:

Not Ok

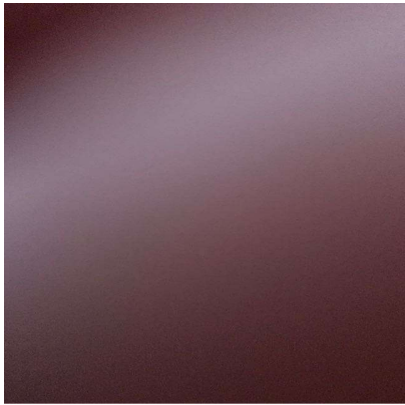
Charges Type

Charges

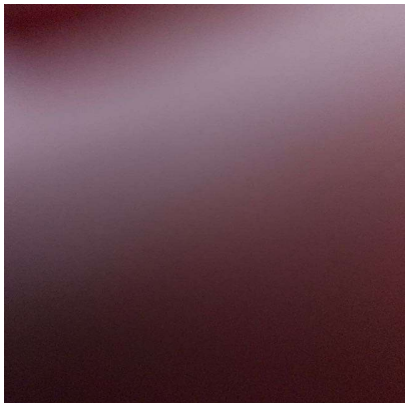
0

Comment

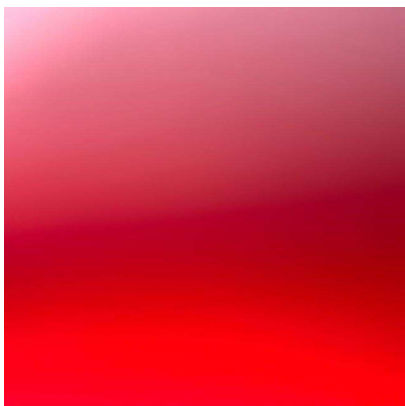
N/a N/a - should be a maintenance check list



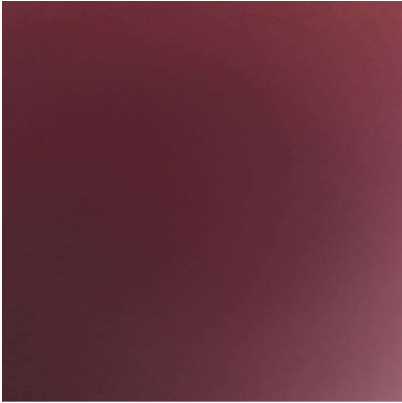
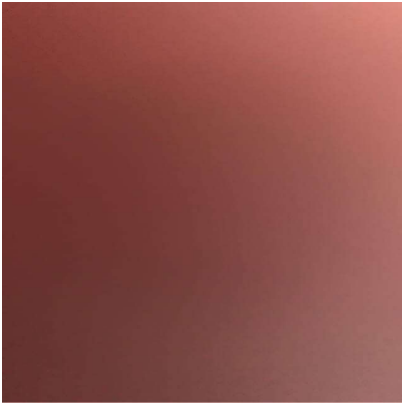
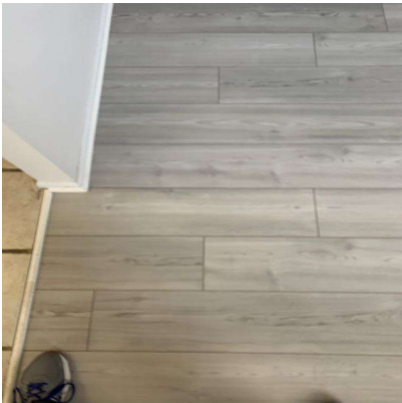
Do not overload the circuits.:	Not Ok
Charges Type	
Charges	0
Comment	N/a - should be a maintenance check list



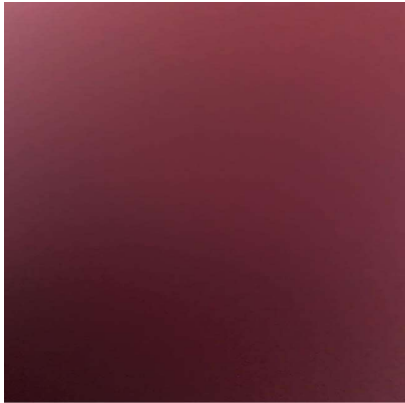
Ground wires are to be hook up.:	Not Ok
Charges Type	
Charges	0
Comment	N/a N/a - should be a maintenance check list



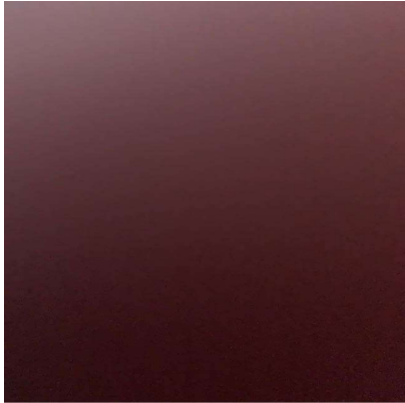
Make sure all wires are connected properly and tight and correct wire nut use.:	Not Ok
Charges Type	
Charges	0

Comment	N/a - should be a maintenance check list
	
No stabbing of wires into the back of outlet, they are to be put around the screw.:	Not Ok
Charges Type	
Charges	0
Comment	N/a - should be a maintenance check list
	
On GFCI outlets the hot wire goes to the line side on the fixture and not the load side.:	Not Ok
Charges Type	
Charges	0
Comment	N/a - should be a maintenance check list
	
Plastic boxes are not to be surface-mounted, with a utility box.:	Not Ok
Charges Type	

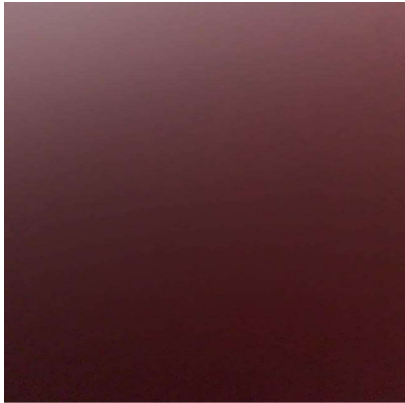
Charges	0
Comment	N/a - should be a maintenance check list



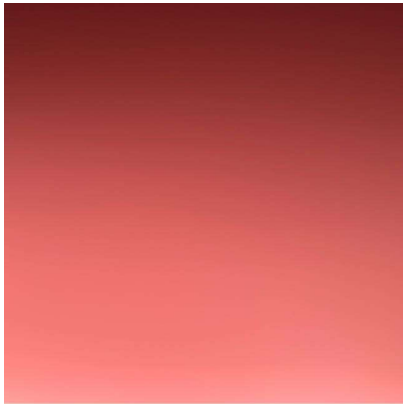
BATHROOM RENOVATION:	
Install new 1/2 inch ball valves and remove the old gates valves.:	Not Ok
Charges Type	
Charges	0
Comment	N/a - should be a maintenance check list



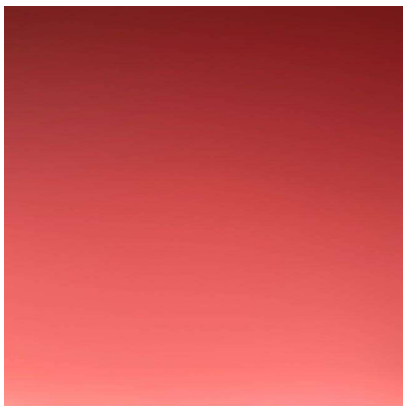
Removal of all sheetrock in the bathroom.:	Not Ok
Charges Type	
Charges	0
Comment	N/a - should be a maintenance check list



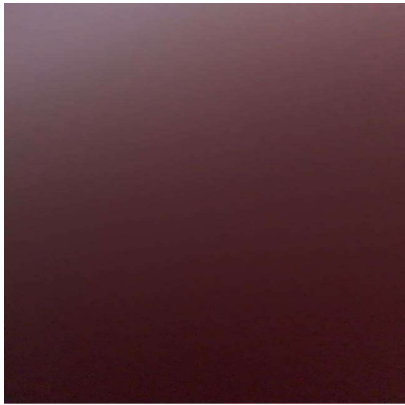
Remove of old drums trap and installing P traps for tub drains.:	Not Ok
Charges Type	
Charges	0
Comment	N/a - should be a maintenance check list



Replace the 1/2 inch copper water lines.:	Not Ok
Charges Type	
Charges	0
Comment	N/a - should be a maintenance check list



Using 1/2 inch hardi board around the wet area of the tub.:	Not Ok
Charges Type	
Charges	0
Comment	N/a - should be a maintenance check list



Resident

NO
REPAIR

Lindy Community Representative Name

Andrea Reusser

Technician

Andrea Reusser

Resident not available for signature

Resident refused Signature