



## Make Ready Checklist Inspection

| Inspection Date | Technician  | Property       | Units |
|-----------------|-------------|----------------|-------|
| 12-04-2023      | Noel Nation | Gateway Towers | A403  |

|                     |    |
|---------------------|----|
| <b>LIVING ROOM:</b> |    |
| Ceilings / Lights:  | Ok |
| Door / Closet:      | Ok |
| Other:              | Ok |
| Walls / Outlets:    | Ok |
| Window:             | Ok |
| Window coverings:   | Ok |

|                     |    |
|---------------------|----|
| <b>DINING ROOM:</b> |    |
| Ceilings / Lights:  | Ok |
| Walls / Outlets:    | Ok |
| Window:             | Ok |
| Window coverings:   | Ok |

|                        |    |
|------------------------|----|
| <b>KITCHEN:</b>        |    |
| Backsplash:            | Ok |
| <b>Cabinets:</b>       |    |
| Cabinet Door:          | Ok |
| <b>Cabinets:</b>       |    |
| Cabinet Handle:        | Ok |
| <b>Cabinets:</b>       |    |
| Cabinet Shelf:         | Ok |
| Ceiling Fan:           | Ok |
| Ceiling Light Fixture: | Ok |

|                               |     |
|-------------------------------|-----|
| Ceiling Lights:               | Ok  |
| Cleaning of Stove:            | Ok  |
| Counter Top:                  | Ok  |
| <b>Dishwasher:</b>            |     |
| Dishwasher Knob:              | N/A |
| <b>Dishwasher:</b>            |     |
| Dishwasher Rack:              | N/A |
| <b>Dishwasher:</b>            |     |
| Dishwasher Silverware Holder: | N/A |
| Drip Pan:                     | Ok  |
| Electric Meter:               | Ok  |
| Faucet:                       | Ok  |
| Faucet Knobs:                 | Ok  |
| Floors:                       | Ok  |
| Formica/Tiles:                | Ok  |
| Garbage Disposal:             | Ok  |
| Kitchen Sink:                 | Ok  |
| Microwave:                    | N/A |
| Other:                        | Ok  |
| <b>Oven / Range:</b>          |     |
| Oven Cleaning:                | Ok  |
| <b>Oven / Range:</b>          |     |
| Oven door handle:             | Ok  |
| <b>Oven / Range:</b>          |     |
| Oven drip pan:                | Ok  |
| <b>Oven / Range:</b>          |     |
| Oven knobs:                   | Ok  |
| <b>Oven / Range:</b>          |     |
| Oven Racks:                   | Ok  |

|                                                                                               |    |
|-----------------------------------------------------------------------------------------------|----|
| <b>Oven / Range:</b>                                                                          |    |
| Range burners:                                                                                | Ok |
| <b>Oven / Range:</b>                                                                          |    |
| Range Hood:                                                                                   | Ok |
| Oven Door Handle:                                                                             | Ok |
| Oven Racks:                                                                                   | Ok |
| Range Top:                                                                                    | Ok |
| <b>Refrigerator (Freezer):</b>                                                                |    |
| Cleaning Refrigerator:                                                                        | Ok |
| <b>Refrigerator (Freezer):</b>                                                                |    |
| Refrigerator (Drawers):                                                                       | Ok |
| <b>Refrigerator (Freezer):</b>                                                                |    |
| Refrigerator (Shelf and Bars):                                                                | Ok |
| <b>Refrigerator (Freezer):</b>                                                                |    |
| 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:                                                                                 | Ok |
| Window Coverings:                                                                             | Ok |

|                    |    |
|--------------------|----|
| <b>BEDROOMS:</b>   |    |
| Ceilings / Lights: | Ok |
| Door / Closet:     | Ok |
| Floors / Carpet:   | Ok |
| Other:             | Ok |
| Walls / Outlets:   | Ok |
| Window:            | Ok |
| Window coverings:  | Ok |

| <b>BATHROOM:</b>                                           |    |
|------------------------------------------------------------|----|
| Cabinets / Mirror:                                         | Ok |
| Ceiling Lights:                                            | Ok |
| Cleaning Bathroom:                                         | Ok |
| Complete Toilet:                                           | Ok |
| Counter Top:                                               | Ok |
| Floors:                                                    | Ok |
| Formica /Tile:                                             | Ok |
| Is there signs of moisture from outside in the apartment?: | Ok |
| Medicine Cabinet:                                          | Ok |
| Mirror Cabinet:                                            | Ok |
| Other:                                                     | Ok |
| Remove Mildew on Tiles:                                    | Ok |
| Shower Curtain Bar:                                        | Ok |
| Shower Head:                                               | Ok |
| Sink:                                                      | Ok |
| Soad Dish (Tub):                                           | Ok |
| Soap Dish (Sink):                                          | Ok |
| Toilet Paper Holder:                                       | Ok |
| Toilet Tank:                                               | Ok |
| Towel Bar:                                                 | Ok |
| Tub Knob(s):                                               | Ok |
| Tub Reglazing:                                             | Ok |
| Vanity Cabinet:                                            | Ok |
| Wall Outlets:                                              | Ok |
| Window:                                                    | Ok |

| <b>LOCKS:</b>                                                             |    |
|---------------------------------------------------------------------------|----|
| 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 |

| <b>KEYS:</b>                     |    |
|----------------------------------|----|
| Failure To Return Apartment Key: | Ok |
| Failure To Return Mailbox Key:   | Ok |

| <b>DOORS:</b>                        |    |
|--------------------------------------|----|
| Apartment Door:                      | Ok |
| Apartment Door closes automatically: | Ok |
| Frame:                               | Ok |
| Hollow:                              | Ok |
| Solid Core & Steel:                  | Ok |

| <b>PAINTING:</b>              |    |
|-------------------------------|----|
| Border Removal (Per Room):    | Ok |
| Holes in Walls (Each Hole):   | Ok |
| Over Dark Colors (Per Room):  | Ok |
| Wallpaper Removal (Per Room): | Ok |

| <b>CARPET:</b>            |     |
|---------------------------|-----|
| Burns:                    | Ok  |
| Deodorize:                | Ok  |
| Pet Treatment (Odor):     | Ok  |
| Replace Carpet 1 Bedroom: | Ok  |
| Replace Carpet 2 Bedroom: | N/A |
| Shampoo 1 Bedroom:        | Ok  |
| Shampoo 2 Bedroom:        | N/A |
| Stain Removal:            | Ok  |

| <b>MISCELLANEOUS:</b>               |    |
|-------------------------------------|----|
| Broken Window Glass (Per Pane):     | Ok |
| Cabinet Equipment:                  | Ok |
| Carbon Monoxide Detector:           | Ok |
| Cleaning of Apartment:              | Ok |
| Clear Storage Locker:               | Ok |
| Closet Shelves:                     | Ok |
| Common Area damaged during moveout: | Ok |

|                                                                                                 |            |
|-------------------------------------------------------------------------------------------------|------------|
| Confirm you have installed or there is in place a stainless steel toilet tank water connector.: | Ok         |
| Door Intercom System:                                                                           | Ok         |
| Exhaust Fan:                                                                                    | Ok         |
| Fan Blades:                                                                                     | Ok         |
| If fire stops have been installed throughout the property, ensure fire stops are installed.:    | Ok         |
| Date of Installation                                                                            | 2023-12-04 |
| Light Globes:                                                                                   | Ok         |
| Mini Blind(s) each:                                                                             | Ok         |
| Outside Lights:                                                                                 | Ok         |
| Phone Jack:                                                                                     | Ok         |
| Rallings:                                                                                       | Ok         |
| Removal Of Bulk Items:                                                                          | Ok         |
| Remove Debris (Per Bag):                                                                        | Ok         |
| Sliding Mirror/Glass Door (2):                                                                  | Ok         |
| Smoke Detector Alarm:                                                                           | Ok         |
| Stoppage by foreign object in any drain:                                                        | Ok         |
| Switch Plate Covers:                                                                            | Ok         |
| Thermostat Cover:                                                                               | Ok         |
| Vertical Blinds:                                                                                | Ok         |
| Vinly Tile Bathroom:                                                                            | Ok         |
| Vinly Tile Kitchen:                                                                             | Ok         |
| Window Screen(s) each:                                                                          | Ok         |
| Window Sills:                                                                                   | Ok         |

|                                          |    |
|------------------------------------------|----|
| <b>OVERALL:</b>                          |    |
| Signs of Moisture inside the apartment:  | Ok |
| Signs of Moisture outside the apartment: | Ok |

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

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

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

|          |  |
|----------|--|
| Resident |  |
|----------|--|

|                                     |             |
|-------------------------------------|-------------|
| Lindy Community Representative Name | Noel Nation |
|-------------------------------------|-------------|



|                                      |             |
|--------------------------------------|-------------|
| Technician                           | Noel Nation |
| Resident not available for signature |             |