Inventory & Condition Form

Property: Gateway Towers

Units: A424

Toilet Fixtures:

Replace Fixtures 3.5 gallons or greater

Use dye to check leak, adjust or change flapper, Fluid Master

Supply Lines/Replace Plastic Lines

Sink Faucets:

Leaks

Change Washers

Seats

Faucet

Include clean/replace aerator

Pop up mechanism

Tub and Shower:

Leaks

Change Washers

Seats

Faucet

Refill container with water in dryer lint trap

New/Old Shower Diverters

Inspection:

Electrical panel

Clean dryer vents/check water

Check for gaps in windows - closing securely

Check thermostat control

Install pan under hot water heater

Change air conditioning filters/Kitchen/Bath Vents

Check self closing door

Check water filled in dryer vent

Check grease on auto out/Installed

Water Alarm-Hot Water Heater/AC Closet

GFI on porches

Smoke Detector

Electronic Locks

Check Battery

Unauthorized Residents

Unauthorized Pets

Cleanliness

Check Anti-tip for ranges are installed

Ensure the apartment door has an automatic closure and closes properly.

If fire stops have been installed throughout the property, ensure fire stops are installed.

Appliances:

Washer/Dryer

Dishwasher

Microwave

Range

Refrigerator