

Rental inspection checklist

Room by room, with smoke alarms and Healthy Homes spot checks. Note condition, not tidiness, and photograph anything that needs repair.

PROPERTY ADDRESS

DATE

CHECKED BY

Entrance and living areas

- ☐ Front door, locks and keys work; door closes and latches properly
- ☐ Walls, ceilings and skirting: note any holes, marks or damage beyond fair wear and tear
- ☐ Carpets and floors: stains, lifting edges or trip hazards
- ☐ Windows open, close and latch; no cracked or broken glass
- ☐ Curtains, blinds and tracks intact and working
- ☐ Blind and curtain cords secured out of reach of young children
Tenancy Services suggests including this check.
- ☐ Lights, switches and power points work, with no scorch marks or loose fittings
- ☐ No mould or heavy condensation on ceilings, walls or window frames

NOTES

Kitchen

- ☐ Benchtops, cupboards and drawers: doors, hinges and runners work, no water damage
- ☐ Oven and cooktop: all elements or burners work, door seals intact
- ☐ Rangehood or extractor fan runs and vents outside
- ☐ Sink and taps: no drips, leaks under the sink, or slow drain
- ☐ Chattels listed in the tenancy agreement (dishwasher, waste disposal and so on) present and working
- ☐ Floor around the sink, dishwasher and fridge space free of swelling or water damage
- ☐ No signs of pests such as droppings or ant trails

NOTES

Bathroom and laundry

- ☐ Extractor fan runs, pulls air and vents outside
- ☐ Shower, bath and basin sealant intact, with no gaps where water can get behind
- ☐ Toilet flushes, refills and stops; no leak at the base
- ☐ Taps do not drip and drains clear freely
- ☐ Floor firm around the toilet, shower and bath, with no soft spots or lifting vinyl
- ☐ No mould on the ceiling, in corners or on window frames
- ☐ Laundry tub, taps and washing machine connections free of leaks
- ☐ If a dryer is supplied, it runs and is vented as designed

NOTES

Bedrooms

- ☐ Windows open, can be fixed open, and latch shut
- ☐ Wardrobe doors, rails and shelves intact
- ☐ Walls, ceilings and floors: note new damage beyond fair wear and tear
- ☐ No mould or damp in corners, on ceilings or on window frames
Look without moving the tenant's belongings.
- ☐ Lights and power points work

NOTES

Exterior and grounds

- ☐ Roof seen from the ground: no loose, missing or rusted sections
- ☐ Gutters and downpipes clear, intact and draining to the stormwater system
- ☐ Cladding, paint and window seals: cracks, flaking or gaps where water could get in
- ☐ Subfloor vents clear and the subfloor access closed
- ☐ Paths, steps and driveway: no trip hazards or loose steps
- ☐ Decks, balustrades and handrails firm and sound
- ☐ Fences and gates intact; gates close and latch
- ☐ Lawns, gardens and rubbish kept as the tenancy agreement says

NOTES

Safety: smoke alarms and hazards

- ☐ Smoke alarm within 3 metres of each bedroom door, or in every room where someone sleeps
Include sleep-outs and caravans used for sleeping.
- ☐ At least one smoke alarm on every level of the home
- ☐ Every smoke alarm tested with its test button and sounding
- ☐ No alarm past its expiry date
- ☐ Any alarm fitted since 1 July 2016 is photoelectric with an 8 year battery, or hard-wired
- ☐ No exposed wiring, broken power points or scorched fittings
- ☐ Stair handrails and balustrades secure

NOTES

Healthy Homes spot checks

A quick look to confirm nothing has slipped since the rental last met the standards.

- ☐ Main living room heater runs and heats; ask the tenant whether it keeps the room warm
- ☐ Heat pump filters looked at; clean them or book a service if they are clogged
- ☐ Kitchen and bathroom fans still extract to the outside
- ☐ Windows in habitable rooms still open and stay open
- ☐ No new draughts at doors, windows or floors; door seals intact
- ☐ Any closed off fireplace is still blocked
- ☐ Gutters and downpipes clear, with no overflow marks on the cladding
- ☐ If trades have been in the ceiling or subfloor, insulation and the ground moisture barrier are back in place

NOTES

Meters and appliances

- ☐ Water meter reading, if you need it for water charges
- ☐ Power or gas meter reading, if you need it
- ☐ Hot water cylinder or system: no leaks at valves or pipes, and hot water is available
- ☐ Every chattel on the tenancy agreement list present and working
- ☐ Heat pump remote present and working
- ☐ Ask whether any power circuit keeps tripping

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