

MAKE READY CHECKLIST



Property Name: _____ Unit No.: _____ Date Completed: _____

KITCHEN		BATHROOM		PAINTING		GENERAL	
	Oven		Bathtub		Remove all nails		Oven
	Stove		Lavatories		Patch holes		Stove
	Refrigerator		Toilet		Caulk units		Refrigerator
	Dishwasher		Cabinets/Storage		Repair sheetrock		Dishwasher
	Sink		Mirrors		Living room		Sink
	Cabinets		Counter tops		Kitchen		Cabinets
	Counter tops		Exhaust Fans		Hallway		Counter tops
	Windows		Windows		Bathrooms		Windows
	Doors & Woodwork		Doors & Woodwork		Bedrooms		Doors & Woodwork
	Light Fixtures		Light Fixtures		Closets		Light Fixtures
	Light Switches		Light Switches		Woodwork		Light Switches
	Floors		Floors		Interior Doors		Floors
	Drapes & Blinds		Hardware		Exterior Doors		Drapes & Blinds
	Hardware		Other		Ceilings		Hardware
	Other				Other		Other

CARPET		MISCELLANEOUS		OTHER ROOMS		CLEANING EXT.	
	Cleaned		Water Heater Area		Ceiling		Light Fixtures
	Repaired		Furnace Area		Walls		Doors
	Replaced		Laundry Area		Doors		Windows
	Other		Other		Windows		Patio, deck
					Closets		Other
					Light Fixtures		

Work Done By: _____ Final Inspection: _____ Date: _____