



MAREEBA COMMUNITY HOUSING COMPANY LTD

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TENANTS INSPECTION CHECK LIST

Being prepared for your property inspection can be best achieved by the following:

- ❖ be in attendance at the property and ready on time
- ❖ avoid having friends over for coffee/ party at the agreed time
- ❖ have a list of any repairs matters to report – *fill out form*
- ❖ replace smoke alarm batteries if not working – *we do check*
- ❖ all rooms are ready for inspection and vacant – *exceptions where children may be sleeping*
- ❖ all floors and carpets are clean
- ❖ kitchen sinks and bench areas clean – *check for leaky taps*
- ❖ oven, grill and stove tops clean
- ❖ rubbish is placed in bins provided or disposed to rubbish tip
- ❖ windows/sills/door tracks are clean – *remove grit/cigarette butts*
- ❖ fans are free from dust and clean
- ❖ bathrooms and toilets are clean and vacant
- ❖ pick up rubbish around the yard and place in bins
- ❖ gardens and lawns are mowed and tidy
- ❖ carports and verandas are clean
- ❖ dogs are outside the house (disability or assistance dogs excepted) and restrained

