



## Ro Maintenance - Tenant Move-In Essentials Checklist

Prepared by Ro Maintenance - Wolverhampton, UK

*This Tenant Move-In Essentials Checklist is designed to ensure the property is safe, clean, and ready for move-in. Following these steps will help address all essential checks for safety, functionality, and comfort. Ro Maintenance is available to assist with any necessary preparations to make the move-in process smoother.*

### 1. Cleaning & Preparation

- Deep Clean and Sanitize - Thoroughly clean all rooms and sanitize high-touch surfaces (e.g., handles, switches).
- Window and Blind Cleaning - Check windows for cleanliness and ensure blinds are dust-free and functional.

### 2. Safety & Security

- Smoke and Carbon Monoxide Detectors - Test and ensure detectors have fresh batteries.
- Locks and Security - Verify that all doors and windows have secure, working locks.
- Fire Extinguisher - Ensure there is an accessible fire extinguisher in the home.

### 3. Utilities & Appliances

- Utility Connections - Confirm that electricity, gas, and water are connected and functional.
- Kitchen Appliances - Test the stove, refrigerator, oven, and dishwasher.
- Laundry Appliances - Verify that washer and dryer are operational (if available).

### 4. Plumbing & Water Systems

- Check for Leaks - Inspect sinks, toilets, and showers for any leaks or drips.
- Water Heater Functionality - Test hot water availability to ensure the water heater is operational.
- Water Pressure - Ensure all faucets and showers have adequate water pressure.



## 5. Electrical System & Lighting

- Light Fixtures and Outlets - Test each light fixture and electrical outlet.
- Replace Burnt-Out Bulbs - Replace any non-functional light bulbs.

## 6. Heating, Ventilation, and Air Conditioning (HVAC)

- Heating and Cooling Systems - Turn on and test both heating and air conditioning.
- Air Filters - Replace or clean air filters to maintain air quality.
- Ventilation Fans - Check that kitchen and bathroom fans are working properly.

## 7. Final Checks

- Property Manager Contact Info - Confirm contact details for landlord or property manager.
- Damage Inspection - Document any visible damage for future reference.
- Move-In Condition Report - Complete and sign a report noting the property's condition.