



209 Madison Street, Frederick MD 21701 · (301) 662-8173 / FAX (301) 663-1464



Initial Move-in Inspection Check-List

ATTENTION LANDLORDS: Move-in inspections can only be scheduled if the unit is **completely prepared** for tenant occupancy. Unfinished projects, a lack of cleanliness, and unnecessary items left in the unit will **FAIL** the inspection and delay the occupancy process. All utilities must be turned **ON** in the unit to complete inspection. The **ENTIRE** unit must be clean.

General areas:

- Carpets are clean, free of removable stains.
- Carpets don't have any tears or rips or buckles.
- Walls are free of cracks, holes, and gouges
- All windows **MUST** have screens, no exceptions.
- All windows open/close easily and lock/unlock
- No broken panes in any windows/doors
- All doorknobs secure and operational
- A/C & heating units in good operational condition
- Unit is free from unnecessary items/property (no storage items or previous tenant property)
- All switches and outlets in operation
- Breaker boxes – no missing panels
- Hot water heater in good functioning condition
- Hot water pressure relief pipe needs to be at least 4" off the floor.
- Smoke detectors installed and operational (minimum 1 on each level)

- Kitchen: All floor material is secure and intact
 All appliances are in working condition (garbage disposal, etc.)

Bedrooms/Hallways: All closet doors open easily and have appropriate knobs/handles

- Bathrooms: Adequate/proper caulking on tub, tile and sink locations
 All bathroom tiles (if applicable) are securely in place
 Toilets flush with ease and completely operational

- Exterior: Lawn/garden appropriately weeded and cut.
 Gutters and handrails need to be securely intact
 No debris in yard
 No peeling paint
 Outbuildings in good condition and reasonably cleaned out

If you have any questions about this checklist please call the housing inspector Lisa Welty, 301-662-1873 ex. 1116 and leave a detailed message.