

Minimum Standards of a New Property

These are basic standards we require. Let me know if you have any concerns or questions.

Laws/Liens:

- Currently there are no unresolved citations for the property that have been issued because of its condition
- Zoning, CC&Rs, and/or laws do not conflict with your intended and current use of the property
- Mortgage payments, taxes, insurance, HOA fees and any other expenses related to the property are current

Property Condition:

- Windows are not missing or broken
- Exterior of the property is in good repair
- Roof is in good repair and free from leaks
- Yard is cleaned, trimmed, and functional
- Light bulbs are not burnt out or missing
- Doors and locks are not broken and they function properly
- Curtains and blinds are not broken and function properly
- Walls are in good repair and clean
- Property is not in need of painting
- Carpet and flooring is not excessively worn and is in good repair
- Handrails are installed and secure
- All appliances and systems, that are included, are installed and functioning properly
- Property is free from dangerous hazards
- Filters cleaned or changed where needed

Preparation:

- Smoke alarms installed and functioning with new batteries
- Fire extinguisher mounted in or near the Kitchen
- CO detector mounted and functioning with new batteries
- Schlage deadbolt keypad lock installed on the front door. Don't lose the instructions; they have the specific program code for each lock in it - Provide it to Kasteel Property Management
- Non-locking door handle (closet door handle) installed on the front door to prevent tenants from locking themselves out
- Utilities turned on (most utility companies will set up a landlord account for you, please do so when possible)
- Seasonal items are ready for the current season (ie swamp cooler, sprinklers)

Cleaning:

- Cleaned throughout the property
- Carpets vacuumed and professionally cleaned
- Personal belongings removed
- Trash and debris removed throughout the property

With this checklist complete Kasteel Property Management can be more effective in managing and maintaining the condition of your investment. By keeping your investment in good condition rents will be higher and it will be attractive to quality tenants.