

Sample Housing Walk-Through Checklist

During a housing walkthrough, prospective renters — or those conducting the search on their behalf — should be sure the unit meets the general standards below. This checklist is not a compliance tool for any specific grant or program; always reference your grant agreement and terms for specific program requirements. This is a starting point, not a comprehensive list. Feel free to add any additional checklist items as determined necessary. Document any issues and capture any damage to the unit with photographs.

What to look for	Requirement Met? (Yes/No)	Needs Follow Up?
All Rooms		
<i>The unit is free from visible, bare electrical wires</i>		
<i>Interior paint is in good condition (not peeling or flaking)</i>		
<i>All walls are free of cracks</i>		
<i>Rooms are free of pest/insect or rodent infestation (or signs of infestation, such as rodent droppings)</i>		
<i>Rooms are clean and sanitary (free of mold and unsanitary odors)</i>		
<i>Air conditioning and heaters work</i>		
<i>All doors and windows work</i>		
<i>All lights, light switches, and ceiling fans (if present) work and are in good condition</i>		
<i>All outlets work (test them by bringing a phone charger and plugging it into each outlet)</i>		
<i>Unit has enough living space for each person according to local policies/standards</i>		
<i>Unit has enough bedrooms or sleeping areas for the whole family</i>		
Bathrooms		
<i>Areas under sinks are free of mildew, mold, and leaks (and signs of leaks, like water damage)</i>		
<i>Sinks and showers work and have enough water pressure</i>		
<i>Sinks and showers can run hot water</i>		
<i>Toilet flushes</i>		

Kitchen		
Oven and broiler work		
All burners on the stove work		
Refrigerator and freezer doors seal		
Kitchen sink runs hot water and has enough water pressure		
Dishwasher (if present) is free from odors and mildew		
Microwave (if present) works		
Bedrooms and Common Areas		
Locks on all doors work		
Windows are insulated properly and have locking features. (Some states require childproof locks on windows that are on the second floor or higher. Check your state's regulations to make sure all the windows follow your state's rules.)		
There are jacks for cable, internet, and phone connections		
Washing machines and dryers (if present) work and are free of odors		
Thermostat works		
All lights work		
Safety Features		
There are working smoke detectors in or near each bedroom, by the front door, and near the kitchen		
There are working fire extinguishers		
There are working carbon monoxide (CO)/radon detectors. (Some states require these detectors, while in other states tenants must supply their own. Check your state's regulations.)		
Hallways/common areas have fire safety features (alarms, sprinklers, etc.) if the unit is located within a building complex		
Emergency escape route(s) have been identified and are accessible		

Garbage		
<i>There are easy-to-access places for storing and throwing away garbage</i>		
Disability Accommodation		
<i>Housing is free of, or allows removal of, architectural barriers to the extent possible</i>		
<i>Housing otherwise accommodates known disabilities to the extent possible</i>		
Overall Assessment		
<i>All elements of this housing checklist are in acceptable and working condition</i>		
<i>Overall housing situation is safe, sanitary, and in good condition</i>		

Signature of employee conducting walkthrough

Date

Print name