

PRINTABLE SAMPLE

Essential Landlord Checklist

Bundle sample

This is a short preview of the full Hayden Can Help bundle. The paid bundle includes four complete checklists: turnover prep, move-in orientation, preventative maintenance, and move-out inspection.

GET THE FULL BUNDLE

SAMPLE: TURNOVER PREP

Before the next tenant gets keys

- ☐ Re-key locks or change lock codes before handoff.
- ☐ Replace HVAC filters and write the date on the filter edge.
- ☐ Test appliances with a real quick cycle, not just a glance.
- ☐ Photograph the empty, clean unit before keys change hands.

SAMPLE: MOVE-IN

Make the handoff less chaotic

- ☐ Complete and sign the move-in condition report together.
- ☐ Record exactly how many keys, fobs, or remotes were issued.
- ☐ Review the maintenance request process and emergency contact rules.
- ☐ Leave a one-page welcome sheet with utility and contact steps.

SAMPLE: MOVE-OUT

Protect the paper trail

- [] Compare condition against move-in photos and notes.
- [] Check for unauthorized paint, fixtures, pets, or tenant alterations.
- [] Photograph every room before cleaning or repairs start.
- [] Get the forwarding address in writing for deposit follow-up.