

**Self-Inspection Checklist 2026**  
**Due by January 30, 2026 for EACH rental unit**

Landlord Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Rental Unit Street Address: \_\_\_\_\_ Unit Number: \_\_\_\_\_

Date Personally Inspected: \_\_\_\_\_

Tenant: \_\_\_\_\_ Phone Number: \_\_\_\_\_ PO Box: \_\_\_\_\_

Occupants over age 18: \_\_\_\_\_

911 Markings (visible from street)       Unit Markings (each unit)

**This Form MUST be  
Completely  
Filled Out  
and Returned by  
January 30, 2026**

**Exterior Property:**

Grass and weeds       Junk and Debris       Snow removed

No chipped or peeling paint       No exterior repairs needed

No uninspected or unregistered vehicles       No mud or standing water

(2) Off -Street Parking Spaces per unit       Off-street Parking space for each vehicle

**Interior Property:**

Smoke Detectors:  Each Floor       Each Bedroom       Each Sleeping Hall

Fire Extinguisher:  2 ¾ ABC min. loc. \_\_\_\_\_       CO Detector loc. \_\_\_\_\_

Exits: Primary: \_\_\_\_\_ Second Exit: \_\_\_\_\_

**Electric:**

Main Electric Box Covered       working fuses or breakers       No bare wires

No uncovered receptacles or switches       No excessive extension cords

Working GFI in all bathrooms       Working GFI in kitchen

**Plumbing:**

No plumbing leaks       Toilets all work and do not run       Hot left / Cold right (all)

Hot water min. 110 degrees       drop pipe on hot water tank       Fixtures all work properly

**Heat:**

Type: \_\_\_\_\_       properly working       Heater properly vented

Heat to min. 68 degrees       No propane or kerosene heaters       No unvented heaters

Portable Electric Heaters meet code (shut-off switches if tipped over)

**Cook Stove:**      **Type:**  Gas       Electric       Other \_\_\_\_\_

Gas stove:  pilot lights all work properly      Electric stove:  properly fused

**Appliances:** This rental unit has the following:

Clothes Washer       Clothes Dryer       Dishwasher       Air Conditioner       Refrigerator

**Housekeeping:**

Unit is sanitary       no garbage accumulation       no rodent problem       no insect pest problem

**Hot Water Heater:**       Gas heater  Vented       shut-off valve       Electric heater       Proper Fuse \_\_\_\_\_

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***I have personally inspected the above listed rental unit, and I have checked and marked all inspected items above, and have repaired any items that did not meet the code. (Copies from previous years not accepted)***

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Landlord or Manager (signed in ink)