

STUTTS PROPERTIES, INC.

LEASING • MANAGEMENT • SALES

Ready For Marketing Property Condition Standards

Property Address: _____

If tenants are unhappy with their initial move in, the following months will be compounded with maintenance requests because they will subconsciously begin to see everything wrong with the property. Help us ensure their move in is a 5 Star Experience, because a quiet property is a profitable property.

Please use this document, along with the noted items from the official Work Order to guide you while completing the "Unit Turn Process". This process works and has been proven to reduce the number of technician callbacks and time on the market. We look forward to receiving the property in rent ready condition and if you have any questions, please let us know!

PLEASE LEAVE A COMPLETED COPY OF THIS DOCUMENT IN THE PROPERTY AND

CLOSE OUT THE WORK ORDER VIA THE ONLINE PORTAL TO CONFIRM

THAT THE PROPERTY IS READY TO BEGIN THE MARKETING PROCESS

Sincerely,



Stutts Properties Inc.

Phone: 256-757-5525

Address: 3067 Huntsville Road Florence, Alabama 35630

Smoke and Carbon Monoxide Detectors (Combo)

_____ Installed and tested in every bedroom, hallway outside bedrooms and living room.

_____ Product Link: [CLICK HERE](#)

Windows

_____ Every window opens/closes easily to ensure tenants could exit should there be an emergency.

_____ Every window should have operating locks.

_____ Every window should have matching, operating and operable blinds.

Door Locks

_____ Every deadbolt on doors should be locked/unlocked via a thumb lock to ensure tenant could exit should there be an emergency.

_____ Product Link: [CLICK HERE](#)

Carpet

_____ No rips, no large stains

_____ Cleaned by a professional

Exterior Doors

_____ Every door opens/closes correctly and swings smoothly.

_____ Proper locks are installed (see above)

_____ One key matches all doors and door hardware.

Interior Doors

_____ Every door opens/closes correctly and swings smoothly.

HVAC Unit

_____ Air filter is new and size dimensions are visible.

Light Fixtures

_____ Lightbulbs - All lightbulbs in fixture are matching and operable.

_____ Intensity = Full brightness.

Sinks

_____ Do they drain efficiently?

_____ Are P-tracks connected?

Toilets

_____ Flush correctly, Fill correctly, No leaking from supply line or tank.

_____ Toilet seats are tight, in good condition and not visibly discolored.

Appliances

_____ Test all appliances to ensure they are heating, cooling, operating and clean.

Pest Control

_____ Make sure there are no ways for pests to enter the crawlspace or attic space.

_____ Is pest control needed to eliminate wasps, ticks, fleas, roaches, etc...

Exit Cleaning

Incoming Tenants Expect Hotel Clean Quality @ Move In