

# UNIT HOUSEKEEPING INSPECTION REPORT

Resident's Name: \_\_\_\_\_ Unit/Apt no: \_\_\_\_\_

Apartment Address: \_\_\_\_\_

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**UNIT TYPE**

FAMILY -  ELDERLY -  -

0BR-  1BR-  2BR-  3BR-  4+BR-  -

DATE OF INSPECTION: \_\_\_\_\_ TIME OF INSPECTION: \_\_\_\_\_ INSPECTOR: \_\_\_\_\_  
(mm/dd/yyyy)

Comments: \_\_\_\_\_

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**VITAL CHECKS**

	FUNCTIONS PROPERLY		
SMOKE DETECTOR(S)	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
GFCI OUTLETS/BREAKERS	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
CALL FOR AID DEVICES	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A

*These items if not functioning require immediate attention to correct*

**HOUSEKEEPING Results this inspection** PASS-  FAIL-  .

**Prior HOUSEKEEPING Fails this Lease Period** \_\_\_\_\_

Recommendations: \_\_\_\_\_

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**KITCHEN**

	<b>Non-Lease Compliant ( POOR )</b>	<b>3</b>	<b>Lease Compliant but needs Attention ( AVERAGE )</b>	<b>2</b>	<b>Lease Compliant (GOOD)</b>	<b>1</b>
Sink	Dishes, cookware in sink for more than 24 hours, mold or high levels of sink scum present		Dishes in sink less than 24 hours		Sink clean	
Range	Heavy grease, burnt components, burners may not function properly, Oven very dirty		Some burnt components, in need of routine cleaning		Clean and operable	
Refrigerator	Excessive food spillage, odor, open containers, mold		In need of routine cleaning		Clean	
Counter	Clutter, evidence of pest		In need of routine cleaning		Organized	
Floors	Food on floor, Very Dirty Floor, evidence of pest		In need of routine cleaning		Clean	
Refuse	Excessive amount of trash, foul odors		Trash not timely removed from unit or place for pickup		None visible	

**BATHROOM**

	<b>Non-Lease Compliant ( POOR )</b>	<b>3</b>	<b>Lease Compliant but needs Attention ( AVERAGE )</b>	<b>2</b>	<b>Lease Compliant (GOOD)</b>	<b>1</b>
Walls	Mold, excessive soap, greasy, dirty walls, evidence that ventilation is not used		Small amount of soap scum some dirt		Clean	
Floor	Very Dirty, large amount of clothes, stains		In need of routine cleaning		Clean	
Tub/Shower	Mold, excessive soap/scum, dirty/stained surfaces (more than 50%)		In need of routine cleaning		Clean	
Toilet	Heavy grime buildup, excessive stains, human waste on outside, dirty seat		In need of routine cleaning		Clean	
Sink	Dirty/Stained surfaces (more than 50%)		In need of routine cleaning		Clean	

**BEDROOMS**

	<b>Non-Lease Compliant ( POOR )</b>	<b>3</b>	<b>Lease Compliant but needs Attention ( AVERAGE )</b>	<b>2</b>	<b>Lease Compliant (GOOD)</b>	<b>1</b>
Walls	Very dirty		In need of routine cleaning		Clean	
Floor	Very dirty, large amount of clothes on floor, excessive clutter		In need of routine cleaning		Clean	
Closets	Severly unorganized, unable to close doors, excessive clutter		In need of routine cleaning		Clean	
Beds	No Bedclothes, sleeping on bare mattress, mattress on the floor, old/spoiled food present in room		In need of routing cleaning		Clean	

**LIVING/OTHER ROOMS**

	<b>Non-Lease Compliant ( POOR )</b>	<b>3</b>	<b>Lease Compliant but needs Attention ( AVERAGE )</b>	<b>2</b>	<b>Lease Compliant (GOOD)</b>	<b>1</b>
Floors	Very dirty, large amount of clothes on floor, excessive clutter present		In need of routine cleaning		clean	
Furniture	Covered with debris, old/spoiled food present		In need of routine cleaning		Clean	
Walls	Very dirty		In need of routine cleaning		Clean	

**GENERAL**

	<b>Non-Lease Compliant ( POOR )</b>	<b>3</b>	<b>Lease Compliant but needs Attention ( AVERAGE )</b>	<b>2</b>	<b>Lease Compliant (GOOD)</b>	<b>1</b>
Odors	Heavy foul odors, urine, pet odors		Excessive smokers		Clean	
Exterior	Items not put up, trash, excessive debris, toys, tires etc.		In need of organizing/cleaning		Clean	

CATEGORY 3

- 1-2: Compliance Discussion and possible revisit
- 3 or more: Failure

CATEGORY 2

- 1-6: Compliance Discussion and possible revisit
- 7 or more: Failure