



Routine Inspection Guide

At OC Property Management, routine inspections are an important part of caring for your home. They give us the chance to identify any maintenance needs or improvements, review recent tradespeople's work, and provide your landlord with peace of mind that the property is being well looked after.

To help us carry out your upcoming inspection, please ensure all areas of the property, including garages and sheds, are accessible, and that any dogs are safely restrained. During the inspection, we'll take photos of fixtures, fittings and general areas to show the property is being maintained in a clean and tidy condition.

As a reminder, tenants are responsible for keeping the property and surrounding areas in a reasonable state of cleanliness.

Internally

- Carpets vacuumed
- Hard floors washed (mopped)
- Bathroom floor, vanity, basin, bath and shower free of mould, mildew and soap residue
- Bathroom glass wiped (including shower screens, mirrors etc.)
- Toilet (including the seat and pedestal) cleaned with no stains
- Windows washed with no water spots and dust (inside and out)
- Fly screens brushed and free of cobwebs
- Window runners, sills, tracks and skirting boards dusted
- Oven, shelves, grill, drip trays and hot plates free of residue and build up of food Exhaust fan covers, cleaned with no oil or dust Kitchen bench tops and cupboard doors free of sticky residue and crumbs
- Kitchen and laundry sinks wiped down
- Light fittings dusted and insect spots washed off if necessary
- Ceiling fan blades free of dust (if applicable)
- Hand marks removed from walls, doors and around light switches

Externally

- Lawns mowed and edged (if applicable)
- Weeds removed from lawn, garden beds and paving
- Verandahs/patio, garage/carport, driveway and paving swept, with no build up of leaf litter
- Cobwebs removed from eaves, carports and sheds
- Where pets are kept on the property, all animal droppings to be removed