

	UNIT MAKE READY FORM		
Property Address:			KEYS:
Move Out Date:			MAIL BOX:
Make Ready Date:			UTILITIES:
			NOTES:
Trash Out-	YES - NO	<i>Date Completed-</i>	
Drywall-	Nail Holes - Small Patches - Replace	<i>Date Completed-</i>	
Paint-	Touch up - Full Paint - Ceilings	<i>Date Completed-</i>	
Floors-	Repair - Replaced - Cleaned	<i>Date Completed-</i>	
Plumbing-	Kitchen - Bathroom - Water Heater	<i>Date Completed-</i>	
Plumbing Fixtures-	Kitchen - Bathroom - Ice Maker - Dishwasher	<i>Date Completed-</i>	
Light Fixtures-	Kitchen - Bathroom - Living Room- Bedrooms	<i>Date Completed-</i>	
Bulb Replacement-	Kitchen - Bathroom - Living Room- Bedrooms	<i>Date Completed-</i>	
Appliances-	Repair - Replace - Light	<i>Date Completed-</i>	
Blinds-	Replace- Clean	<i>Date Completed-</i>	
HVAC	Repair - Replace	<i>Date Completed-</i>	
	THERMOSTAT BATTERY	<input type="checkbox"/>	
	SMOKE DETECTOR BATTERIES	<input type="checkbox"/>	
	FILTER CHANGED	<input type="checkbox"/>	
	LOCKS CHANGED / MAIL BOX	<input type="checkbox"/>	
MAKE READY CLEAN	<i>Date Scheduled -</i>	<i>Date Completed-</i>	
Appliances Needed:	Parts Needed:	Vendors Needed:	ORDERED/SCHEDULED:

[illegible]