



# Rental Inspection Checklist



Reviewing rental units for compliance with this list could save from costly re-inspections.

*This list contains common violations. It is not intended to be a comprehensive list of all violations that could occur.*

## Single and Multi- Units | Interior

### Ceiling

- Free of water damage, cracks and peeling

### Electrical

- All outlets and switch plate covers present and secured
- Wiring is concealed
- Free of temporary wiring/extension cords
- Electrical panel and/or electrical room labeled and accessible? (three foot clearance to panel and inspection sticker)

### Floors

- Floors free of holes, cracks and tripping hazards
- Water-tight surfaces in bathrooms and kitchens

### Food Storage/Preparation

- Cabinet doors, drawers and hardware in good condition
- Kitchen is sanitary

### Furnace/Air Conditioner

- Heating appliances operable and can maintain 68 F in habitable rooms
- Controls/thermostats easily accessible

### Refrigerator

- Refrigerator operable with secure gaskets and handles

### Sink/Wash Basin

- Sinks and wash basins are cleanable; have water-tight surfaces that are free of chips, cracks and leaks
- No presence of flexible piping

### Smoke/Carbon Monoxide Detectors

- Working smoke detectors installed in each bedroom, adjacent hallways and on each level
- Working carbon monoxide (CO) detector are within 10 feet of bedrooms where required

### Stove/Range/Oven

- Burners and oven elements are operable
- Door gaskets are in good condition
- Adjacent countertops are below stovetop cooking surfaces

### Environment

- Free of signs of rodent or pest infestation

### Tubs/Showers/Toilets

- Surfaces around tub, shower, floor and toilet are washable and water-tight
- Plumbing fixtures are operating properly

### Ventilation

- Bathroom | Operable bath fans if there is no bathroom window
- Kitchen | Mechanical fans or windows open freely
- Dryer | Vented through rigid metal or other approved flexible materials, secured at joints with metal tape
- Dryer | Directly vented to the outside

### Walls

- Walls free of holes or water damage

### Windows/Patio Doors

- Windows open, close and latch freely
- Doors open, close and latch freely
- Windows and doors free from leaks, cracks and peeling paint
- Screens on all windows and doors

### Exits and Pathways

- Exits and pathways are clear, maintained and usable

### Stairs and Guardrails

- Carpeting on stairs is secure
- Handrails are present and secure

### Water Heater

- Water heater is free of leaks and rust
- A metal drip pipe is in place within 18 inches of the ground
- Vented properly

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**Single and Multi- Units | Exterior  
Multi-Family | Interior Common Are**

## Single and Multi- Units | Exterior

### Combustible Storage

- Combustible materials (i.e. paint, gasoline, etc.) are stored properly

### Address

- Building address is visible from street
- Individual numbers in the address are at least four inches tall

### Building Exterior/Yard Maintenance

- Roof and siding in good condition
- Sidewalks and steps maintained
- Yard/landscaping maintained (mowed or plowed) and free of junk and debris
- Painted surfaces are free of chipping/peeling

### Decks

- Guardrails present on any decking over 30 inches from ground
- Decks free of grills, where applicable
- Decks structurally sound (no holes, no rotting)

### Vehicles/Outdoor Storage

- Yard and exterior free of prohibited items
- All vehicles parked on the property are operable, licensed and properly parked

## Multi-Family | Interior Common Areas

### Emergency Contacts and Fire Department Key Box

- Up-to-date emergency contact numbers
- Fire Department box contains all necessary keys

### Fire Extinguisher

- Fire extinguishers are visible, accessible with valid inspection dates
- Extinguisher cases are free of broken or chipped glass

### Fire Safety Features

- Emergency lights, exit signs and fire doors are maintained and operable

### Stairs and Guardrails

- Carpeting on stairs is secure
- Handrails are present and secure

## Multi-Family | Exterior Common Areas

### Dumpsters

- Dumpsters are located away from building and wall openings

### Fire Lanes

- Fire lanes are posted and well maintained

### Hydrants and Sprinklers

- Hydrants and sprinkler systems are well maintained

### Utility Meter

- Utility meters are protected from potential vehicle damage

### Garbage/Recycling

- A garbage and recycling service is in place
- Containers are stored in approved enclosures

### Laundry Rooms

- Laundry rooms maintained and properly ventilated
- All surfaces are water-tight

## Contact Information

### City of Fergus Falls

112 West Washington Ave  
Fergus Falls, MN 56537  
218-332-5400

### Rental Registration Program

rentals@fergusfallsmn.gov  
218-332-5551

### Fire Department Administration

218-332-5552

### Police Department Administration

218-332-5555

[www.fergusfallsmn.gov](http://www.fergusfallsmn.gov)