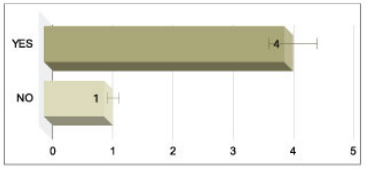
SIMPLE CHECKLIST

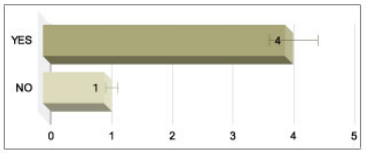
Instructions:

Tick off (✓) the box if the items on the left are available and functional.

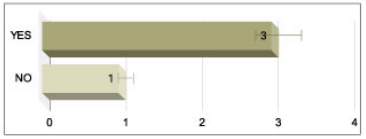
Exterior:	YES	NO
Roof condition	☑	☐
Siding and paint	☑	☐
Gutters and downspouts	☐	☑
Windows and doors	☑	☐
Foundation and drainage	☑	☐



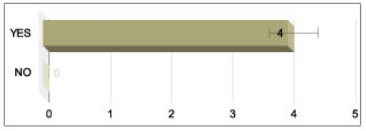
Interior:		
Walls, ceilings, and floors	☑	☐
Electrical outlets and switches	☑	☐
Plumbing fixtures	☑	☐
HVAC system	☑	☐
Appliances	☐	☑



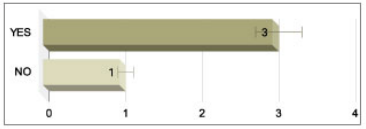
Kitchen:		
Cabinets and countertops	☑	☐
Sink and faucet	☑	☐
Stove, oven, and microwave	☑	☐
Refrigerator	☐	☑



Bathroom(s):		
Toilet, bathtub, and shower	☑	☐
Sink and vanity	☑	☐
Tiles and grout	☑	☐
Ventilation	☑	☐



Bedrooms:		
Windows and blinds	☑	☐
Closet doors	☐	☑
Light fixtures	☑	☐
	☑	☐



Safety:		
Smoke detectors	☑	☐
Carbon monoxide detectors	☑	☐



FREE SIMPLE CHECKLIST TEMPLATE

An interactive checklist is a dynamic task management tool with real-time updates.