

Rental Property Maintenance Checklist

Rental property maintenance includes tasks that follow specific timelines and are performed weekly, monthly, quarterly, seasonally, and annually. This checklist will help you manage preventative, routine, and emergency rental property maintenance.

	Date Completed	Completed By	Note Repairs
Weekly Maintenance			
Monthly Maintenance			
Quarterly Maintenance			
Seasonal Maintenance			
Annual Maintenance			

Interior Weekly Maintenance

- ☐ Dust cobwebs
- ☐ Pick up trash, circulars, and flyers
- ☐ Dust and spot clean fingerprints on walls, banisters, windows, and doors
- ☐ Vacuum, sweep, and mop floors
- ☐ Tidy indoor recycling area: wash or wipe as needed