

WHAT IS “RENT READY”?

1. **Re-key ALL locks** ~ Change any garage door and/or alarm codes. Re-key all keyed knob doors. And remember other locks too: mailboxes, side gates, outdoor sheds.
2. **Professionally clean the carpets** ~ We ask our tenants to have the carpets cleaned by a professional company who utilizes a truck mounted carpets cleaning system. We recommend you do the same prior to placing a tenant.
3. **Spruce up the yard** ~ Cut the grass, trim the bushes, prune the trees, pull the weeds, fix broken sprinkler heads, replace dead or dying shrubbery, and add some new flowering plants (if it's the season) to flower beds. Remember to remove flower pots, yard furniture and garden decorations; and don't forget to spray any dirt from the cracks in the sidewalks and patio.
4. **Change the air filters** ~ It is the tenant's responsibility to replace the air filter on a regular basis during their tenancy so at move in, there should be a new, clean filter. It's not a bad idea to leave a couple of extra filters in the property to get the tenants started.
5. **Get a professional top-to-bottom interior cleaning** ~ The tenants are expected to return the property at move out in the same condition it was at move in. Hiring a professional cleaning company who specializes in “move out/in” cleaning is best. Vienna has a pool of cleaners we pull from and would be happy to provide you with referrals.
6. **Let in the light** ~ Replace any broken light bulbs; consider putting in energy-efficient bulbs, which reduce energy costs and don't need to be replaced as often. (And don't forget the bulbs outside!) For outside lights that don't need to be replaced, give them a thorough wipe-down: dirt and debris tend to make these lights dimmer; and when it comes to outside security, brighter is better.
7. **Batteries** ~ All smoke detectors & carbon monoxide detectors should be installed per CA Civil Code including the 10 year sealed lithium battery. If you are unsure of the new requirements, please ask your Vienna representative. Garage remotes, fan remotes, gate remotes should all have new batteries installed as well. Vienna asks that owners provide at least 2 remotes for all garages.
8. **Inspect ceiling fans** ~ Make sure that all fans (indoor and outdoor) operate properly and are dust-free.
9. **Clean, repair or replace screens** ~ Torn screens can allow pests into your rental property. Repairing or replacing screens may save you money (less visits from your pest-control company) and keep your tenants happier.
10. **Spray for pests** ~ It's better to have the property sprayed on a regular schedule than to wait until there's a pest problem. You'll definitely want to hire a professional pest control company to give your property a full treatment for all of the common bugs in your area.
11. **Paint** ~ Fix any holes in the walls before applying a fresh new coat of paint.
12. **Repairs** ~ Repair or replace any carpet that shows signs of damage (or doesn't come clean after a professional carpet cleaning). Fix or replace any damaged tiles. Check all light switch and outlet covers to ensure they are free of any cracks or paint. Check all window coverings to ensure they all function and aren't missing any components. All sliding glass doors are required to have 2 locking mechanisms. For doors that slide inside the home, you can have a wooden dowel cut to size and lay it in the door track in order to be in compliance. If you are unsure about your second lock, please ask your Vienna representative.