

# Rent-Ready Checklist

For Homes Professionally Managed By  
**Novus Property Management**



Please ensure Novus Property Management receives a minimum of (2) property keys- all doors must utilize the same key for entry, any door/garage codes, mailbox keys, garage door openers, and HOA amenity access cards if applicable.

A rent-ready home is essential for attracting quality tenants quickly, ensuring their safety, and reducing liability for property owners and our company. To comply with internal and state rental housing requirements, every property must meet these essential requirements before being marketed:

## 1. Cleanliness

- Property thoroughly cleaned, including:
  - Carpets, flooring, and baseboards
  - Kitchen appliances (oven, refrigerator, dishwasher, microwave)
  - Bathroom fixtures (toilets, sinks, bathtubs/showers)
  - Windows, window sills, and blinds
- Remove all trash, debris, and personal items from the property, including leftover paint cans and cleaning supplies
- Replace any broken blinds
- Landscaping: lawn mowed, bushes trimmed, no dead trees on property

## 2. Painting

While we recommend a fresh coat of neutral-colored paint throughout the home to appeal to a wide range of tenants, we understand this may not always fit within the budget. However, at a minimum, we suggest the following:

- Repaint any bold or atypical colors (such as bright greens, blues, pinks, or purples), as these may not align with most tenants' styles and can be off-putting.
- Fill, patch, and repaint holes larger than a dime, as well as any large scuffs or noticeable wall marks.
- Address ceiling stains from previous leaks by applying stain-blocking primer (such as Kilz) and repainting.
- Ensure touch-up paint blends seamlessly and is not visually noticeable.

## 3. Flooring

- Floor covering cannot be torn or have holes that can cause someone to trip. Additionally, any carpet must be free of major stains, ripples, and tears.
- If flooring is "soft" or "dips"- this must be inspected for any potential subfloor issues existing.

# NOVUS

PROPERTY MANAGEMENT

678.664.1400

WWW.NOVUSRENTALS.COM

537 NEWNAN ROAD CARROLLTON, GA 30117

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## 4. Functionality

All systems must be operational, including:

- **Electrical:** All light switches, outlets, and fixtures (including ceiling fans) working without flickering; replace light bulbs.
- **Plumbing:** Faucets, drains, toilets, and hot water heater in proper working condition with no leaks
- **HVAC:** Ensure heating and cooling systems are fully functional with clean filters. If the home does not have central heating and air, alternative heating and cooling sources must be provided. Georgia law requires that homes have adequate heating and cooling to be considered habitable.
- **Appliances:** Ensure all appliances (stove, oven, dishwasher, etc.) are functional. If your fridge has an icemaker, it must be functional.
- **Garage Doors:** all must be in working order with a minimum of one remote provided (if your property has a garage door opener)
- **Roofs:** no active leaks/gutters cleaned
- **Fences:** If your home has a fence, it must be in good order with gates functional.
- **Fireplaces:** Ensure your fireplace/chimney has been cleaned in the last year.

## 4. Safety Requirements

- **Smoke Detectors:** Install and test smoke detectors on every level of the home. There should be a detector in or near the kitchen and inside or just outside each bedroom. One detector is sufficient if bedrooms are located close together in the same hallway.
- **Carbon Monoxide Detectors:** Install and ensure functionality if the home uses gas. Combination smoke/CO2 detectors are acceptable.
- **Entry Security:** Ensure all entry points, including doors and windows, have functioning locks.
- **Decks, Porches, Handrails, and Stairs (interior & exterior):** Ensure these structures are in good condition, with no holes, or signs of deterioration, or unstable.
- **Wires:** Address any exposed wiring to ensure a safe living environment.

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## We Can Help

We offer a full range of coordination services to ensure your property meets all rent-ready standards. Our team works with licensed and insured vendors to handle any repairs, cleaning, or painting that may be needed. We will obtain estimates and coordinate the work to get your property rent-ready as quickly as possible, helping you attract reliable tenants and protect your investment.

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