


**Real Estate and Space Management**

Oregon State University, 3015 SW Western Blvd., Corvallis, Oregon 97333

T 541-737-6925 | F 541-737-2170

## Annual Habitability Inspection Checklist

	Yes	No	N/A	Comments
<b>Roof, Walls and Floor</b>				
Are they in good condition?				
Are there any leaks or mold?				
Peeling paint or damaged plaster?				
Are there railings for stairs?				
Are railings in solid condition?				
<b>Windows and Doors</b>				
Are they in good condition?				
Do they all have locks?				
Are all locks in working condition?				
Does tenant have keys to all locks?				
Are there any leaks or mold?				
Does every bedroom have a window or door leading outdoors? <ul style="list-style-type: none"> <li>• Bedrooms should have a window no more than 44" from the floor, at least 22" tall and 20" wide</li> <li>• Older homes with LEGAL bedroom not meeting requirements are ok. If room has been illegally converted to a bedroom and does not meet this standard, it CANNOT be used as a bedroom any longer.</li> </ul>				
<b>Plumbing Facilities</b>				
Are they in good condition?				
Is there at least one toilet?				
Does the toilet(s) work?				
Is there at least one shower/bath?				
Do the shower(s)/bath(s) work?				
Does the bathroom mechanically vent to outside?				
Are there any leaks or mold?				
Is there running hot and cold water?				
Does water run appropriately to sinks, toilets, shower/baths(s), and University provided appliances?				
Is water in drinking condition? If not, is water provided? If there is a well, is it tested?				
<b>Electrical</b>				
Is the electricity connected?				
Are there working lights?				
Are electrical wires within walls or electrical box?				
Are all electrical fixtures secured?				
<b>Basement</b>				
Is there any standing water?				
Are there any cracks in basement walls?				
Is there any mold?				



## Annual Habitability Inspection Checklist

Outside	Yes	No	N/A	
Does the porch, balcony, deck or any raised floor surface over 30" have a railing?				
Are the railings in solid condition?				
Are there any cracked or broken porch/balcony/deck boards, steps or handrails?				
Does the fence pose a danger?				
Is condition good of siding and exterior paint?				
General				
Is there working heat? Have furnace filters been replaced? Has chimney been cleaned and inspected annually?				
Is the unit free from rodent/insect infestation?				
Are there trash receptacles?				
Is there a safe path for emergency egress?				
Is the unit clean and sanitary?				
Is the unit free from accumulation of debris or garbage?				
Does the unit appear safe?				
Fire Safety/Alarms				
Are all smoke alarms in working condition and less than 10 years old? <ul style="list-style-type: none"> <li>• Replace if older than 10 years</li> </ul>				
Is there at least one alarm outside every sleeping area on each level and in each bedroom?				
Are all alarms battery powered? <ul style="list-style-type: none"> <li>• If alarm was ever hardwired, it needs to continue to be hardwired</li> </ul>				
Is the alarm an ionization alarm? <ul style="list-style-type: none"> <li>• If yes, it needs to be equipped with a long life power source and a hush feature (combination or photoelectric alarms require neither of these features)</li> </ul>				
Does the unit have a 2.5lb ABC fire extinguisher? <ul style="list-style-type: none"> <li>• Encouraged to be mounted in the kitchen</li> </ul>				
Does the dwelling have a fireplace, wood/pellet stove, natural gas, anything that burns a fuel, or an attached garage? <ul style="list-style-type: none"> <li>• If yes, a carbon monoxide alarm shall be installed inside or within 15' of every legal bedroom and on each level of the dwelling</li> </ul>				
Are all space heaters UL listed and do they have tip-over protection?				
Has dryer ducting/vent been cleaned annually?				



**Real Estate and Space Management**

Oregon State University, 3015 SW Western Blvd., Corvallis, Oregon 97333

T 541-737-6925 | F 541-737-2170

## **Annual Habitability Inspection Checklist**

### **Tenant Interview:**

1. Review the tenant's responsibilities to report damage, issues, fire alarm batteries, etc.
2. Does the tenant have any issues or concerns about the housing?
3. Does the tenant have any needs?
4. Any other questions or comments?

---

Tenant Signature

Date