Showing Checklist

From the Chimi Rental playbook (chimirental.com/playbook). This is a starting point that we use for our own rentals, shared as-is and without warranty. It is not legal advice. Adapt it to your state, city and situation, and have a local attorney review anything that affects someone's tenancy or money.

Property: _____ Date: _____

Before they arrive: arrive 15–20 minutes early, open the blinds, turn on the lights, set the thermostat, pick up any trash outside.

First: let them walk through on their own. Then go through this list with them.

1. Square footage: _____
2. Community pool or amenities?
3. Nearby grocery, hospital, schools, parks, bus line
4. **HOA:** we pay the dues. If a rule is broken, the tenant pays the violation fine.
5. **Keeping it up:** the tenant keeps the home clean and well maintained, including the front and back yard.
6. **Repairs:** we handle AC, heating, plumbing, electrical, supplied appliances and the structure. The tenant handles light bulbs, detector batteries, HVAC filters, and damage they or guests cause.
7. **Utilities:** the tenant pays [electric / gas / water / trash / internet].
8. Shared laundry or common areas? _____
9. *(Optional)* Add-on cleaning or landscaping service is available after approval.
10. **Everything is in an app:** rent, maintenance requests and messages. Are you comfortable with a smartphone or computer?
11. **How to apply:** we'll send an online application. The credit and background check costs about $[35] per adult and is non-refundable.
    - Average credit score of [580]+
    - Combined household income of at least 3× the rent
    - Upload: photo ID, the three most recent pay stubs, three months of bank statements
12. Others are applying. Complete applications, with every document, are reviewed first.

International students: also accept an I-20, passport and visa pages, and three months of bank statements or a sponsor letter, as proof of identity and funds.

Keep it to about 15 minutes per group.

Notes: _____