

Renovations Completion Package

We are committed to enabling our partners to deliver quality homes that are turn-key and rent ready.

Find below a general checklist to assist you through the renovation process.



General

- All exterior locksets are to be keyed alike, preferably with *Kwikset Smartkey* lock.
- Property requires corrective **treatment for termites**, to be applied throughout the entire residence, performed by a professional termite & pest control company, with a minimum 1 year warranty.
- Removal of all debris**, construction materials, personal belongings, paint, propane tanks and any other containers required.
- All smoke detectors are to be less than 10 years old.** Required to be installed as dictated by local code.
- All building components operate as intended.

Doors

- Front door lockbox on site**, code provided to FlipOS.
- All doors are to open and close properly and with ease.
- Weather stripping** is in place and intact at all exterior doors.
- All latch bolts and handsets must hold door firmly and securely shut.
- There must be no rubbing or binding on any door jambs.
- Bottom of all doors must clear flooring without rubbing.
- Doorstops are required** to be installed on all interior doors where doors can cause damage on walls behind door.

Exterior

- No low hanging wires or branches on property.**
- No tree branches touching structure, hanging over roof, minimum 7' clearance from room required.
- Exterior, around windows and doors, is to be **free of any gaps** where moisture penetration can/will occur. All gaps, holes and penetrations require sealing/caulking to prevent moisture and pest penetration.
- Landscaping to be reasonably maintained** throughout the duration of project.
- Any play structures (*playground, swing set etc.*) is sound, safe and free of pests.
- No trampolines, koi ponds, exterior clothes lines or dog runs permitted.

Windows

- All windows must operate easily, lock and seal air and water.** Should a window be past the point of repair, replacement will be required.
- Windows must open easily and stay open (*non-fixed windows*).
- Window locks must be completely intact, work and be easily locked and unlocked.
- All glass seals must be intact.

Flooring

- All tile flooring is to be intact**, free of cracks and no missing tiles to remain.

Bedrooms

- Closet shelf with clothes hanging capability is installed and securely fastened.
- If closet contains a light, all **bulbs are protected from breakage**.
- Smoke detector is to be installed in every bedroom or as local code requires.

Bathrooms

- Caulking must be installed** around tubs, showers and base of toilets.
- Bathroom accessories shall be **securely anchored to the walls** to support pulling.
- Exhaust fans must be vented to the exterior.

Kitchen

- Manuals & paperwork available** are to be placed in the base cabinet drawer closest to the range.
- Dishwasher is to be secured to either cabinets or counter.
- A **red fire extinguisher** must be mounted under sink.
- Cabinet doors are to open and close easily.
- No loose screws in cabinet hinges or door/drawer hardware.

Plumbing

- Any new water shut off valves to be quarter turn style, no Flexi drains, no corrugated piping, braided stainless steel water lines only.
- No faucet drips, loose shower heads or leaking valves permitted.

Electrical

- Switches and receptacles to be secured** properly without any side-to-side movement.
- All switches and outlets to have matching (*white*) covers installed and intact with no cracks and no missing screws. All interior receptacles must have **matching cover plates** throughout the property.
- Any broken electrical switches and outlets require replacement, **all devices are to be intact and operating properly**.
- All lights to have working bulbs, bulbs to match in similar fixtures (recessed cans and vanity lights).
- All lights in home must be intact and fully functioning**, repair or replacement is required for all lights that aren't working as intended.
- No open grounds or broken/open neutrals** to remain.

Heating Ventilation & Air Conditioning Systems (HVAC)

- Evaluate and service HVAC unit (Annual Service)**. Including coil cleaning and blowing drain lines. Service to be performed by HVAC service company and a service tag is to be hung indicating service provider and date of service.
- Air filters must be new, one new spare filter for each air handler** to be left on site.
- AC system to work** as intended with appropriate tonnage for building sf, system is required to provide conditioned air to all rooms.
- Air filter location and size to be clearly labeled and easily accessible**. Must be easily replaceable with no need to remove any screws.
- New air filter required in air handlers at time of project close.



For a more in depth and detailed information, please refer to our [FlipOS Renovations Guidebook](#)