

Tenant Habitability Complaint & Inspection Checklist

A tool for documenting apartment conditions that may violate the warranty of habitability

Tenant Name:		Landlord/Property Manager Name:
Address / Unit No.:		Landlord Address:
Phone / Email:		Landlord Phone / Email:
Date of This Inspection:		Move-In Date:

How to use this checklist: Walk through your home room by room and check the box next to any condition that applies. For each item, note which room(s) it affects, how long the problem has existed, and whether — and when — you told your landlord about it. This record can help show that your landlord had notice of a problem and a reasonable opportunity to fix it. Take dated photos or videos of each issue if you can, and keep copies of any texts, emails, or letters you send. Skip any item that doesn't apply to your home.

A. Ceilings & Walls

Item / Condition	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice
☐ Ceiling is leaking					
☐ Ceiling needs replastering or repair					
☐ Ceiling needs repainting					
☐ Walls need replastering or repair					
☐ Walls need repainting					
☐ Basement/foundation walls in poor condition					
☐ Mold, mildew, or water stains present					

B. Floors & Stairs

Item / Condition	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice
☐ Large holes or cracks in the floor					
☐ Loose, sagging, or rotted floor					
☐ Floor covering (tile, carpet, etc.) damaged					
☐ Steps loose, broken, or missing (front, rear, cellar, or inside)					
☐ Handrails missing or unstable					

C. Windows & Doors

Item / Condition	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice
☐ A room lacks a required window (other than kitchen/bath)					
☐ Window panes cracked or broken					
☐ Window sashes or frames rotted or damaged					
☐ Sash cords/balances missing or broken (window won't stay open)					
☐ Screens missing or torn					

Item / Condition	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice
☐ Doors or door frames damaged or need replacement					
☐ Locks broken, missing, or don't secure the unit					

D. Electrical System

Item / Condition	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice
☐ Too few outlets in a room, or no working ceiling light					
☐ Outlets don't work properly					
☐ Outlets or light switches are uncovered/exposed					
☐ Lighting fixtures don't work properly					
☐ Exposed or frayed wiring					
☐ Fuses blow or breakers trip frequently					

E. Heating & Hot Water

Item / Condition	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice
☐ Insufficient heat provided					

Item / Condition	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice
☐ Not enough radiators/heat sources in a room					
☐ Radiators or heating pipes leak					
☐ Radiators lack working valves or controls					
☐ No automatic cut-off switch for the oil burner					
☐ Boiler room door is missing, not metal, or won't self-close					
☐ No hot water, or hot water is inconsistent					

F. Plumbing, Kitchen & Bathroom

Item / Condition	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice
☐ Kitchen sink or faucet doesn't work properly / leaks					
☐ Stove or oven doesn't work properly					
☐ Refrigerator doesn't work properly					
☐ Toilet doesn't work properly, runs, or is loose					
☐ Bathroom sink or faucet doesn't work properly					

Item / Condition	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice
☐ Bathroom floor is not watertight / leaks below					
☐ Shower or tub plumbing doesn't work properly					
☐ Poor water pressure					
☐ Visible pipe leaks anywhere in the unit					

G. Fire & Life Safety

Item / Condition	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice
☐ Smoke detectors/fire alarms missing or not working					
☐ Fire extinguisher missing or not inspected in the last 12 months					
☐ Exterior fire escape rusted, damaged, or blocked					
☐ Trash or debris on fire escape steps/landing					
☐ No working lights on fire escape or in stairwells					
☐ Storage areas lack required heat sensors or sprinklers					

H. Common Areas & Building Exterior

Item / Condition	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice
☐ Elevator not working (if applicable)					
☐ Hallways, staircases, or intercom in poor condition					
☐ Mailboxes broken or without working locks					
☐ Building entrance doesn't lock securely					
☐ Holes in gutters or downspouts					
☐ Missing mortar between bricks (chimney/corners)					
☐ Yard, walkway, or parking lot doesn't drain properly					
☐ Concrete stairs or walkways are crumbling					

I. Pests & General Conditions

Item / Condition	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice
☐ Signs of rats, mice, or roaches					
☐ Trash not kept in covered containers					

Item / Condition	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice
☐ Hallway lights don't stay on / aren't provided 24 hours					
☐ Room(s) lack natural or mechanical ventilation					
☐ Persistent odors (gas, sewage, mold)					
☐ Any other condition affecting health or safety					

J. Miscellaneous / Other Problems Not Listed Above

Use the blank lines below to write in any additional defects or problems not covered above, then fill in the remaining columns just as you did for the items above.

Describe the Problem	Description	Room(s) or Location	How Long Has This Existed?	Landlord Notified? (Y/N)	Date & Method of Notice

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