



PRISTINE BAY INVESTMENT PROPERTY MANAGEMENT

Owner's Rent-Ready Checklist & Property Readiness Score

A printable and digital guide to help owners prepare a safe, attractive, market-ready rental property.

CHECKLIST • SCORECARD • READY-TO-LIST GUIDE

Use this simplified checklist before marketing your rental home. Focus first on safety, working systems, cleanliness, curb appeal, and anything that could affect showings or move-in satisfaction. When finished, complete the scorecard at the end to confirm whether the property is ready to list. If you have questions or need help deciding where to start, contact Pristine Bay—we are here to guide owners and landlords through the property preparation process.

Property Information

Property Address: _____

Owner: _____

Date Completed: _____

Prepared By: _____

Property Type: Single-Family Condo Townhome Multifamily Other: _____

1. Safety, Keys & Access

- Provide two complete sets of keys and confirm all locks work properly.
- Test smoke detectors and install fresh batteries or 10-year detectors as needed.
- Confirm required safety items are in place, including GFCI outlets in wet areas and a stove anti-tip device.
- Check that hot water is safe, walkways are clear, and the electrical panel is accessible.

2. Utilities, Plumbing & Electrical

- Repair leaks, dripping faucets, and running toilets.
- Test sinks, toilets, garbage disposal, washer/dryer hookups, and refrigerator water line/filter if applicable.
- Test all switches, outlets, lights, and replace burned-out bulbs with LED lighting.

3. HVAC, Appliances & Mechanical Systems

- Replace HVAC filter and confirm the system heats/cools properly.
- Service HVAC if needed and clear the condensate drain line/pan.
- Test thermostat, ceiling fans, dryer vent, and all major appliances.

4. Interior Condition & Repairs

- Patch holes, repair drywall, and complete paint touch-ups.
- Repair doors, cabinets, hardware, window coverings, and screens.
- Clean, repair, or replace damaged flooring or stained carpet as needed.

5. Kitchen, Bathrooms & Cleaning

- Deep clean the kitchen, bathrooms, appliances, cabinets, drawers, counters, sinks, tubs, showers, mirrors, and grout.
- Confirm faucets, drains, toilets, exhaust fans, and appliances work properly.

6. Exterior, Yard & Curb Appeal

- Mow, trim, remove weeds, and clear yard debris.
- Clean or pressure wash exterior surfaces, patios, porches, and outdoor living areas.
- Repair fences, gates, irrigation, and waterfront features if applicable.

7. Final Marketing Readiness

- All priority repairs are complete.

- Home is professionally cleaned and utilities are active.
- Landscaping, keys, owner documents, and property information are ready.
- Professional photos and showings can be scheduled.

Our Rent Ready Promise

At **Pristine Bay**, we believe every successful tenancy begins with a well-prepared home.

Our team helps owners:


- ✓ Evaluate property readiness
- ✓ Coordinate maintenance and repairs
- ✓ Recommend value-adding improvements
- ✓ Professionally market the property
- ✓ Attract qualified residents
- ✓ Protect your investment through proactive property management

Ready to Lease Your Property?

Whether you're preparing your first investment property or your fiftieth, our experienced team is here to help.

Pristine Bay Investment Property Management

Professional Property Management • Real Estate Services • Investment Property Solutions

 (727) 896-7875

 PristineBayGroup.com

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If interested, scroll to the next page to view our **Property Readiness Score Card**.

Pristine Bay Property Readiness Score™

How Ready Is Your Property?

Use this scorecard after completing the checklist. Add the points earned in each category, then compare the total to the readiness rating below. This score is meant to help you prioritize next

steps and prepare the property for a successful listing. This score is intended as a practical planning tool, not a substitute for any required code, licensing, insurance, or legal review.

Scoring Tip: Award full points when a category is complete, partial points when most items are complete, and zero points when major safety, habitability, or presentation items remain unresolved.

Category	Maximum Points	Owner Score
Safety & Compliance	20	_____
Plumbing, Electrical & Repairs	20	_____
HVAC & Mechanical Systems	15	_____
Interior, Kitchen & Bathroom Condition	15	_____
Cleanliness & Move-In Presentation	15	_____
Curb Appeal & Marketing Readiness	15	_____

Total Score

Total Property Readiness Score: _____ / 100

Property Readiness Rating

✓ 95–100 Points | Market Ready – Pristine Standard

Congratulations! Your property is fully prepared to attract qualified residents and deliver an exceptional move-in experience. It reflects the level of quality and care we strive to provide every owner and resident.

Recommended Action:

- Schedule professional photography
- Launch marketing
- Begin showings

★ 85–94 Points | Nearly Ready

Your property is in excellent condition, with only a few recommended improvements remaining before marketing.

Typical improvements may include:

- Minor paint touch-ups
- Deep cleaning
- Landscaping enhancements
- Appliance servicing
- Small maintenance repairs

Recommended Action:

Complete remaining items before listing to maximize appeal.

! 70–84 Points | Improvements Recommended

Your property has a solid foundation but would benefit from additional maintenance and presentation improvements before being marketed.

Addressing these items now can:

- Reduce vacancy time
- Improve resident satisfaction
- Minimize maintenance requests
- Enhance perceived value

■ Below 70 Points | Not Yet Market Ready

Marketing a property before it is fully prepared can lead to longer vacancies, lower-quality applications, increased maintenance requests, and higher turnover costs.

Recommended Action:

Work with the Pristine Bay team to develop a Property Readiness Plan before listing.

Pristine Bay's Recommendation

Pristine Bay recommends targeting a **minimum Property Readiness Score of 90** before marketing whenever possible. Preparing the property before showings can help reduce vacancy time, create a stronger first impression, limit avoidable move-in concerns, and support a better long-term rental experience.

Property Manager Assessment

Overall Property Condition

- Excellent
- Good
- Fair
- Needs Improvement

Highest Priority Recommendations

1. _____
2. _____
3. _____
4. _____

Target Listing Date

Property Manager

Owner Signature

Date: _____

Pristine Bay Commitment

At Pristine Bay, we believe every successful tenancy begins with thoughtful preparation. Our Property Readiness Review helps owners identify opportunities to improve safety, presentation, and long-term performance—protecting your investment while creating a welcoming home for future residents.

Ready for a professional rent-ready review? Contact Pristine Bay to discuss your property before you list.

Call: 727-896-7875 | Visit: www.pristinebaygroup.com