

Landlord Residential Property Maintenance Checklist

Before a New Tenancy

- Complete entry condition report
- Test smoke & CO alarms (mandatory)
- Check all locks, keys & security devices
- Confirm appliances are clean & working
- Ensure blinds/cords meet safety standards
- Document property with photos/videos

Monthly (Landlord or Tenant Responsibility Depending on Agreement)

- Check for leaks under sinks
- Inspect for pests or droppings
- Test smoke alarms if tenant-required
- Run water in unused taps
- Check for mould in bathrooms

Quarterly (Often Done During Routine Inspections)

- Inspect property condition & cleanliness
- Check for unauthorised pets or occupants
- Look for water damage or leaks
- Check garden/yard maintenance
- Inspect gutters if accessible

Biannual

- Service HVAC / split systems
- Inspect roof, flashing & exterior
- Trim trees away from roof & power lines
- Deep clean or service major appliances
- Check fences, gates & outdoor structures

Annual

- Professional pest inspection & treatment
- Service hot water system
- Check plumbing for corrosion or slow drains
- Inspect foundation, cracks & movement
- Review landlord insurance & update photos
- Clean/reseal decks or outdoor timber



Seasonal for Victorian Properties

- Summer: service AC, check irrigation, sun damage
- Autumn: clear gutters, prepare for winter rain
- Winter: check heating, drafts, insulation
- Spring: pressure-wash exterior, refresh landscaping