

SILVERIZED MAINTENANCE MAKE READY CHECKLIST

APT. # _____ MOVE IN DATE: _____
 TECHNICIAN: _____ PUNCH DATE: _____

✓ = OKAY

✗ = REPAIRED

R = REPLACED

GENERAL	✓	✗	R
Breezeway Clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door Stops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door Facing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Changes Locks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hinges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Peep Hole	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door Sweep	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Weather Stripping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Apartment Number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Threshold	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Front Door Painted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trim Semi Gloss	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Add Future Floor wax to all vinyl	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Foyer Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Breezeway Light	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Breezeway Security Light	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alarm Pad Intact	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

KITCHEN	✓	✗	R
Refrigerator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crisper Drawer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crisper Tops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door Handles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door Shelf Bars	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thermostat Knobs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shelves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Icemaker	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ice Trays	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean Coils	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drip Pan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door Seals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appliance Bulb	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door Alignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean Inside & Out	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

LIVING ROOM/DINING ROOM	✓	✗	R
Outlets & Plates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Switches & Plates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carpet Raked	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Light Fixture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ceiling Fan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trim Semi Gloss	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sprinkler Heads Paint Free	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Closet knob	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door Stops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Blinds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VENTHOOD	✓	✗	R
Venthood Fan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Venthood Light	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Venthood Secure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Venthood Clean Inside/Out	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Venthood Controls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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KITCHEN

DISHWASHER

✓ ✗ R

Rollers operable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drain Lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Supply Lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Control Knobs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cutery Basket	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working Efficiently	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean Inside & Out	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door Seals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Racks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Proper Alignment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STOVE/OVEN

✓ ✗ R

Oven Light	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stove Top Burners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stove Level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oven Door secure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oven Racks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean Inside & Out	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door Latch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door Seals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Broil Element	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bake Element	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Control Knobs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drip pans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Broiler pan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-cleaning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MICROWAVE

✓ ✗ R

Light	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Handles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Control Knob	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working Efficiently	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

KITCHEN MISC

✓ ✗ R

Painted Semi Gloss	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vinyl Floor Clean/Shines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/Sockets operable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fresh Caulk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Garbage Disposal Operable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sink Stoppers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CABINETS

✓ ✗ R

Hinges	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Knobs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drawers on Track	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clean Inside/Out	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Counter Tops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cabinet Base Sturdy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



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MASTER BEDROOM	✓	✗	R
Outlets & Plates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Switches & Plates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bedroom Lighting/Ceiling Fan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Closet Doors/Frames	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Blinds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door Stops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bedroom Door Knobs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Closet Racks/Shelves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bedroom Door/Fame	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Closet Door Knobs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Closet Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

HALLWAY	✓	✗	R
Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Switches/Outlets & Covers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2ND BEDROOM	✓	✗	R
Outlets & Plates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Switches & Plates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bedroom Lighting/Ceiling Fan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Closet Doors/Frames	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Blinds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door Stops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bedroom Door Knobs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Closet Racks/Shelves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bedroom Door/Fame	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Closet Door Knobs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Closet Lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MASTER BATHROOM	✓	✗	R
Mirror/Medicine Cabinet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vanity Top/Sink	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vanity Cabinet/Drawers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Light Fixtures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tile/Vinyl	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Toilet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grouting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fresh Caulking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Towel Racks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shower Rods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sink/Stopper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Faucets/Knobs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shower Head	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tub Drain/Stopper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tub Surface	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/Switches & Covers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linen Closet/Shelves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
GFCI Outlets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



— BY SILVER PROPERTY MANAGEMENT —

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GUEST BATHROOM	✓	✗	R
Mirror/Medicine Cabinet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vanity Top/Sink	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vanity Cabinet/Drawers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Light Fixtures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tile/Vinyl	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Toilet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grouting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fresh Caulking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Towel Racks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shower Rods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sink/Stopper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Faucets/Knobs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shower Head	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tub Drain/Stopper	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tub Surface	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outlets/Switches & Covers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Linen Closet/Shelves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
GFCI Outlets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FIRE SAFETY	✓	✗	R
Smoke Detector Operable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

MISCELLANEOUS	✓	✗	R
HVAC Working Properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HVAC Coils Cleaned	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A/C Filter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Check Thermostat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Water Heater Working Properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Window Locks Working Properly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Window Screens Installed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patio Light Fixture & Bulb	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patio Clean	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patio Door	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patio Screen	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Patio Blinds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Washer/Dryer Connections	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Door/Mail Keys Made	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signature Of Technician Completing Make Ready:

Signature of Service Manager:

Signature of Community Manager:

ABOUT THE SILVERIZED GUARANTEE



The Silverized program is Silver Property Management's satisfaction guarantee. We conduct a comprehensive 100+ point inspection designed to ensure every apartment home meets the highest standards of maintenance and care. This meticulous program focuses on providing residents with a seamless living experience by addressing every aspect of their new apartment. By implementing this rigorous inspection process, we are committed to achieving 100% resident satisfaction, ensuring that each apartment home is not only well-managed but also a place where residents feel comfortable and valued. This dedication to quality and attention to detail sets apart communities managed by Silver Property Management, making it a trusted choice for those looking for the best quality and service in luxury apartment living.

