



# MOUNT GRETNA BOROUGH SHORT-TERM RENTAL CHECKLIST

**NUMBER OF BEDROOMS:**   
**MAXIMUM OVERNIGHT OCCUPANCY:**   
**MAXIMUM DAY-TIME VISITORS 7AM-10PM:**

**PROPERTY ADDRESS:** \_\_\_\_\_ **ABI #:** \_\_\_\_\_

- |   |                          |      |                          |      |
|---|--------------------------|------|--------------------------|------|
| 1. Working smoke detectors in each bedroom  | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 2. Working smoke & carbon monoxide detector outside bedrooms in common hallway  | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 3. Working smoke & carbon monoxide detector on each floor   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 4. GFI outlet required if outlet located within six (6) feet of a water source (All sinks, sump pump, etc.)   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 5. Aluminum or metal exhaust from dryer (if a dryer is provided)  | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 6. Dryer's exhaust shall be to the exterior in accordance with the manufacturers specifications   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 7. Carbon monoxide detector if there is a fire place or furnace open flame (oil or gas)   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 8. Carbon monoxide detector if there is an attached garage  | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 9. Fire extinguisher 10# Type ABC mounted in the kitchen in a conspicuous location w/current charge test pad  | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 10. Stairs are in good condition (inside & outdoor)   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 11. Faceplates/Covers on all outlets  | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 12. Fully functioning bathroom (shower/bathtub, toilet, etc)  | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 13. Fully functioning kitchen   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 14. Gas, electrical and water shut-offs shall be identified by label & accessible at all times (not in owner's lock-out areas)                            | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 15. Each bedroom shall have an emergency exit that operates without the use of keys, tools or special hardware  | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 16. All exit doors shall be openable for exit without the use of keys, tools or special hardware  | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 17. Garage space or any area storing flammable products must have a fire resistance separation from the occupied structure                                | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 18. House numbers posted & visible from the street & shall be on a reflective sign for emergency teams  | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 19. Leak proof containers with lids for storage & disposal of trash   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 20. Recycable containers shall be plastic or metal preferably with lids for storage & removal   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 21. Plumbing fixtures must be maintained in a safe, sanitary & functional condition   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 22. Dwelling must be able to provide heating in all habitable rooms, bathrooms & toilet rooms of 68°F   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 23. Property must be kept in good repair, safe and sanitary   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 24. Fuel fired equipment must be in good working order and demonstrate compliance of combustible air, proper installation and is in an approved location. | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 25. Water heater must have the temperature & pressure release valve installed & in working order  | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 26. Each habitable room shall have a minimum of two (2) electrical receptacles  | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 27. Each stairway, kitchen, bathroom & furnace room shall be equipped with a light  | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 28. Each bathroom & laundry room shall have one (1) GFI electrical receptacle   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 29. Escape plan posted by front door.   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |
| 30. Borough & House Rules posted at front door.   | <input type="checkbox"/> | PASS | <input type="checkbox"/> | FAIL |

I, \_\_\_\_\_ acknowledge that I have read and understand the above. Any deviation from the above will result in actions against me that may result in a fine or loss of license.

Owner/Representative

Date