

CHECKLIST

Location	Task
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General work throughout the apartment

☐	Paint	- Room walls: matte finish. - All doors (including front door), trims, closet walls and shelves, bathroom cabinet inside: glossy finish
☐	Moulding cracks	repair all cracks in the mouldings
☐	Windows	clean all windows
☐	All closets	fix wall damage, install low profile baseboards, paint (glossy finish)
☐	Wall nails	remove from all the walls

LR (living room)

☐	LR 1	replace peephole cover on the entry door
☐	LR 2	remove chain insert on the entry door
☐	LR 3	replace missing part of the entry door lock
☐	LR 4	install new clean light switch
☐	LR 5	clean and repaint space between the windows

K (kitchen)

☐	K1	install dimmer switch
☒	K2	seal the gap between the kitchen cabinet and the wall
☐		

Balcony

☐	Balcony 1	remove all items and clean the balcony
☐	Balcony 2	paint the railing
☐	Balcony 3	remove blue tape
☐	Balcony 4	paint the door

H (hallway)

☐	H1	change the phone
☐	H2	fix broken closet door