

**SECTION 8 ASSISTANCE PAYMENTS PROGRAM  
MINIMUM REQUIREMENTS FOR HOUSING QUALITY STANDARDS**

**LANDLORD: USE THIS CHECKLIST TO ENSURE YOUR UNIT WILL PASS INSPECTION. WHEN ALL ITEMS ARE COMPLETED & VERIFIED BY YOU, PLEASE SIGN & DATE BELOW AND RETURN THIS FORM WITH THE *REQUEST FOR TENANCY APPROVAL*.**

- The unit must be vacant and in move-in condition. Tenants currently residing in their unit will not be required to move out prior to the inspection.
- Utilities - Water, Gas and Electricity must be turned on for the unit to pass inspection.
- Refrigerators, stoves and dishwashers must be clean and operable.
- Exterior must be free of debris, trash and inoperable vehicles. Weeds must be cut back.
- Doors & Windows must be weather-tight & not require excessive force to open, close or lock.
- Water heater must be secured with a CA Approved Earthquake Safety Strap & equipped with an operable Temperature & Pressure release valve with a ¾ inch, metal discharge pipe.
- Furnace/heater must be a permanent and stationary source of heat, adequate to directly and indirectly heat the interior of the home. Wood and/or Pellet burning stoves are not acceptable.
- Operable smoke alarms are required on each level of the unit.
- As of July 1, 1998, landlords must have deadbolt locks with a turn knob on the inside (not double keyed) on all exterior entry doors (except for sliding doors), existing common-area doors and gates and certain windows, (Civil Code 1941.3)
- Windows must open, close and lock properly and have no broken panes or frames. Minimum requirement is one (1) window screen, in good condition, per room.
- Bathroom: Must have proper ventilation; either an operable exhaust fan or window w/screen.
- There must be no leaking faucets or pipes on the exterior or interior of the unit.
- All electrical outlets, switches, cable, phone and light fixtures must have proper covers with no exposed wiring present.
- A Water Sample Test Report from the Health Department is required if a unit has a water source other than from an approved public water supply. (i.e. units in rural areas on a well).
- Lead Paint Hazards: As of September 15, 2000, any unit constructed prior to 1978 must not have chipped, peeling, or cracked paint on interior or exterior surfaces. Excessive peeling of paint on any surface, regardless of construction date, may cause the unit to fail.
- The unit's address must be clearly posted and visible from the street. Multi unit properties must have unit # or letter posted on or near the main entry door.

**After all items are checked please sign and date and return this form with the RFTA to schedule your inspection.**

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**Landlord / Agent**

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**Date**