



London
CANADA

Residential Rental Unit Self-Certification Checklist

Rental property municipal address

Rental unit number

Please note: (a) one application is required per property; and (b) one self-certification checklist is required per unit.

This Residential Rental Unit Self-Certification Checklist is designed to assist property owners in determining whether their properties comply with the City of London *Property Standards By-Law*. Each item on the checklist must be indicated as being "in compliance" or marked as "non-applicable". Please use the comments section to explain proposed actions to address non-conforming items. Please complete one checklist for each rental unit.

Property owners should note that this Self-Certification Checklist is not all-inclusive. In addition to the items listed below, property owners are responsible for ensuring that all their units are in compliance with applicable City of London By-Laws (such as the Zoning By-Law) and any other applicable Provincial/Federal standards.

Exterior and common areas	Compliance Verified		Comments
Exterior property areas			
The property is free of garbage and litter	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
The property landscaping is properly maintained	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
There are no dead, decayed or damaged trees	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
There are no wrecked, dismantled or inoperative vehicles	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
There are no dilapidated or collapsed structures	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Driveways and parking areas are in good condition	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Exterior lighting is in good working order	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Accessory buildings (sheds) are well maintained	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Property fences and gates are in good working order	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Retaining walls are well maintained	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Outside garbage storage area kept in a litter free condition	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Building			
Foundations are in good solid condition	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
All doors, windows, skylights and shutters are well maintained	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Roofs are in good repair	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Gutter and downspouts are unclogged and in good condition	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Chimneys are well maintained and free from loose bricks	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Staircases are sound and in good condition	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Guards and handrails are in good condition	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Decks and balconies are in good solid condition	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Exterior paint is well maintained	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	
Property is free of graffiti	<input type="radio"/> In compliance	<input type="radio"/> Non-applicable	



Residential Rental Unit Self-Certification Checklist

Rental property municipal address

Rental unit number

Interior of units	Compliance Verified	Comments
Kitchen		
Floor covering is free of trip hazards (4.8.2(a))	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Electrical outlets and light switches are functional and have cover plates	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Doors, windows and window screens are in good condition	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
The kitchen sink and faucets drain properly and are free from leakage	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
When equipped with appliances (refrigerator, stove) such appliances are in working order	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Living room – Dining room – Den		
Floor covering is free of trip hazards	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Electrical outlets and light switches are functional and have cover plates	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Doors, windows and window screens are in good condition	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Fireplace in good working condition and properly vented	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Contains a window and/or skylight of a minimum combined size of 5% of the floor area of the room	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Bedrooms		
Floor covering is free of trip hazards	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Electrical outlets and light switches are functional and have cover plates	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Doors, windows and window screens are in good condition	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Bedroom is provided with a window/skylight for natural light of a minimum size of 2.5% of the floor area of the bedroom	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Bedroom is at least 7 m ² (75 sq. ft.) without a closet or 6 m ² (65 sq. ft.) with a closet	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
At least one bedroom is at least 9.8 m ² (105 sq. ft.) without a closet or 8.8 m ² (95 sq. ft.) with a closet	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
If a bedroom is designed in combination with another room (such as a living room) it is at least 4.2 m ² (45 sq. ft.)	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
On floor levels which contain bedrooms there shall be at least one window that has a minimum of 3.8 square feet of openable area with no dimension less than 15 inches.	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	



Residential Rental Unit Self-Certification Checklist

Rental property municipal address

Rental unit number

Interior of units <i>(continued)</i>	Compliance Verified	Comments
Bathrooms		
Floor covering is free of trip hazards	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Electrical outlets and light switches are functional and have cover plates	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Doors, windows and window screens are in good condition	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Bathroom is provided with an opening or openings for natural ventilation of a minimum size of .09 m ² (1 sq. ft.). Note: as an alternative, an exhaust fan with a duct leading to the outside of the dwelling can be utilized for ventilation	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Sink, bathtub/shower and toilet properly drain and are free of leaks	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
HVAC – Heating – Ventilation – Air Conditioning		
HVAC systems and other equipment provided to supply heat and air conditioning shall be maintained	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
The heating system shall be capable of maintaining a temperature of 20° C (68° F) between the hours of 6 a.m. and 11 p.m. and 18° C (65° F) at all other times between the 15th of September and the 15th of June	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Portable heating equipment shall not be used as the main source of heat	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Air conditioners (where provided) shall be equipped with proper devices to prevent condensation draining onto pedestrian routes	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Electrical system		
The dwelling unit has no exposed or bare live wires	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
The use of extension cords is not overloading the circuits	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Electrical systems and breakers are in proper working order	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
Floor to ceiling heights		
The minimum floor to ceiling height is 1.85 m (6 ft. 1 in.) over the floor area and any location used as a means of egress. As an alternative, the minimum floor to ceiling height not be less than 1.85 m (6 ft. 1 in.) over at least 50% of the floor area, provided that the minimum height is provided at points of egress – this provision mainly applies in “attic” style bedrooms	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	
The minimum floor to ceiling headroom is not less than 1.8 m (5 ft. 11 in.) over stairs and landings	<input type="radio"/> In compliance <input type="radio"/> Non-applicable	



Residential Rental Unit Self-Certification Checklist

Rental property municipal address

Rental unit number

↓

Interior of units *(continued)*

Compliance Verified

Comments

Pest infestation

The dwelling units are free of rodents, vermin and insects

In compliance Non-applicable

Every home in Ontario must have a working smoke alarm on every storey and outside all sleeping areas. Ontario Fire Code 2.13

I confirm that smoke alarms are installed, as per manufacturer's instructions, and meet the CAN/ULC-S531-2019, "Standard for Smoke Alarms".

I confirm that all smoke alarms are within manufacturer's recommended time frame of operation (not expired).

I confirm that I have provided tenants with a copy of the smoke alarm manufacturer's instructions.

Every home in Ontario with a fuel-fired appliance or an attached garage must have a carbon monoxide alarm adjacent to sleeping areas and on every storey. Ontario Fire Code 2.16

I confirm that carbon monoxide alarms are installed, as per manufacturer's instructions, and meet CSA-6.19-01, "Residential Carbon Monoxide Alarming Devices" or UL 2034-2008, "Single and Multiple Station Carbon Monoxide Alarms."

I confirm that all carbon monoxide alarms are within the manufacturer's recommended time frame of operation (not expired).

I confirm that I have provided tenants with a copy of the carbon monoxide alarm manufacturer's instructions.

I confirm the subject rental unit has been inspected and it meets or exceeds the minimum criteria listed in the Residential Rental Unit Self-Certification Checklist.

I confirm the completed Residential Rental Unit Self-Certification Checklist was provided to all tenants within the rental unit.

Print name: _____ Property owner Property agent

Property owner/agent signature

Date