



Inspections – Property inspections are a routine part of landlord/tenant relations. PMI Reno respects your privacy and follows all Nevada Revised Statutes regarding inspections, notices, and management practices. Your property manager wants to be sure your property is well maintained, and everything is in good working condition. It is our responsibility to report back to the owner on the condition of the property as well as ensure that Lease conditions are being followed as agreed upon. Property inspections are one of the best ways to protect both owners and tenants from injury and harm. Be aware that representatives of PMI Reno will be contacting you during your residency to schedule inspections periodically.

Tenant Inspections – At move in, and ongoing from time to time for qualified tenants, residents will be asked to complete a tenant inspection using an application called zTenant. An invitation will come to your email with instructions and a unique password for set up. Because we understand the importance of protecting your deposit by accurately and thoroughly documenting the property’s condition prior to settling in, *all* Tenants will be invited to electronically complete their own inspection to document the condition of the property within 5 DAYS of taking possession. Management has completed a similar inspection prior to handing you keys, but it is important for residents to complete their own inspection. See instructions below.

1. Within 24 hours of moving in you will receive an email which will allow you to download the zTenant App and complete your inspection.
 - a. It is important for tenants to have adequate time to complete the inspection thoroughly so if you DO NOT receive this, please reach out to the Property Manager IMMEDIATELY so we can resend this to you and help troubleshoot as needed.
2. Download the App and create your account.
3. Using the preset inspection template for your property, you will go through and notate the condition and upload photos for each item listed.
 - a. Any red icons will require additional information. To address the need, tap the icon to add the required documentation.
 - b. Be sure to include photos for each item that you would like documented in addition to any description. PHOTOS ARE IMPORTANT and REQUIRED if damage has been indicated.
4. Once every area has a green check mark, you can proceed to submit the inspection.
5. Upon submitting the inspection, the document will be uploaded automatically to your tenant file.

When the time comes for you to move away, the move in inspection will be compared to the move out inspection to determine if any deductions from the deposit will occur, so the best way to receive the most refund of your deposit is to ensure you have properly documented any preexisting damages.



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