

The following is for informational purposes only and is not required to be submitted. Current codes and ordinances may be periodically changed, supplemented, or updated. All codes, ordinances, and changes legally adopted by the State of New Mexico or City of Las Cruces shall be applicable regardless of whether this document is updated.

DOOR LOCKS	
All exterior entry doors have working locks.	<input type="checkbox"/>
All exterior doors open and close properly and lock and unlock easily.	<input type="checkbox"/>
SMOKE DETECTORS	
Note: <i>City of Las Cruces staff recommends replacing batteries bi-annually and recommends replacing a smoke alarm after 10 years of service with a 10-year battery life smoke detector.</i>	
Smoke alarms are installed in each sleeping room, outside of each separate sleeping area in the immediate vicinity of the bedroom(s), and on each occupiable story, including basements and habitable attics.	<input type="checkbox"/>
All smoke detectors work properly and alarm sounds when tested.	<input type="checkbox"/>
For smoke alarms that are hardwired, a battery is installed for battery back-up functionality.	<input type="checkbox"/>
CARBON MONOXIDE DEVICES ALARMS & DETECTORS	
Note: <i>It is recommended to replace a carbon monoxide alarm after 10 years of service with a 10-year battery life carbon monoxide alarm.</i>	
Operational CO alarms are installed outside of each separate dwelling unit sleeping area in the immediate vicinity of the bedroom(s), in a bedroom where a gas burning appliance is located and on each occupiable level inside the unit including basements.	<input type="checkbox"/>
HEATING	
All heating equipment is operational and in safe working condition with covers free of rust and dust build-up.	<input type="checkbox"/>
Gas heater is operating normally and is provided with minimum combustion air.	<input type="checkbox"/>
All service gas lines in the unit are free of leaks and any gaseous odors. Immediately report gas leaks or gaseous odors to Las Cruces Utilities Emergency at 575.526.0500.	<input type="checkbox"/>
All gas lines in the unit have shut-off valves and flex lines at the appliance connection.	<input type="checkbox"/>
Water heaters are installed correctly and in working order.	<input type="checkbox"/>
VENTILATION / WINDOWS	
All windows are in good condition, open and close easily, and can remain open.	<input type="checkbox"/>
Any security bars can be released from the interior.	<input type="checkbox"/>
The windows required for egress in sleeping rooms are able to open completely and are fully operable.	<input type="checkbox"/>
If bathrooms have fixed windows or no windows, verify the required mechanical ventilation system is in working order.	<input type="checkbox"/>
APPLIANCES	
All appliances are in working condition with all metal finishes free of visible deterioration.	<input type="checkbox"/>
Free standing stove has tilt guard.	<input type="checkbox"/>

If there is a gas stove, it is free of gaseous odors indicating a gas leak. Immediately report gas leaks or gaseous odors to Las Cruces Utilities Emergency at 575.526.0500.	<input type="checkbox"/>
ELECTRICAL WIRING	
All electrical outlets and light switches are functional, secure, have faceplates covering the opening and are installed against the mounting surface.	<input type="checkbox"/>
Fuse boxes are easily accessible to tenants.	<input type="checkbox"/>
PLUMBING	
All faucets are in working condition and free of leaks and visible deterioration.	<input type="checkbox"/>
Hot and cold water have sufficient flow.	<input type="checkbox"/>
FIRE EXTINGUISHER	
Fire extinguishers are provided within a maximum distance of 30 feet from the kitchen or other heating sources, such as fireplaces.	<input type="checkbox"/>
Each fire extinguisher is fully charged, operable, and readily available for use.	<input type="checkbox"/>
STAIRWAY CONDITION	
Stairways and landings are in good condition, adequately fastened, free of wood rot and rust and have no missing, broken, or loose parts.	<input type="checkbox"/>
WALKWAYS AND PATHWAYS	
All exit pathways and stairways are clear of open storage, trash, and debris.	<input type="checkbox"/>
All electrical fixtures providing lighting and directional signage for the common areas are in working condition.	<input type="checkbox"/>
PARKING	
Designated parking is clearly marked.	<input type="checkbox"/>
Adequate parking is provided.	<input type="checkbox"/>