



## **Leased Tenant Checklist**

*Updated FEB 2026*

*\*if applicable*

### **Sales Documentation**

**Tenant Representation And Broker Compensation Agreement (TRBC)**

**Lease Agreement (RLMM)**

**Rent Cap And Just Cause Addendum (RCJC)**

**Lease Application (LRA)**

**Receipt for Tenants Deposit**

**Fair Housing & Discrimination Advisory (FHDA)**

**Disclosure of Agency Relationships (AD-Buyer)**

**Wire Fraud Advisory (WFA)**

**Property Profile Report**

**Copy of Tenant ID**

**California Consumer Privacy Act Advisory (CCPA)**

**Offer Of Tenant Positive Rental Payment Reporting (TRPR)**

*Additional Broker Acknowledgment (ABA)\**

*RCSD-LL \**

*RCSD - Buyer\**

*Proof of Authority to sign for RCSD \**

*Trust Advisory (TA) \**

*Trust Fund Log of Deposit Check\**

*Lease Amendments\**

*Keysafe Lockbox Addendum (KLA)\**

### **Disclosures**

**Rental Property Owner Disclosure (RPOD)**

**Bed Bug Disclosure (BBD)**

**Water Conserving Fixtures and Carbon (WCMD)**

**Water Heater/Smoke Detector (WHSD)**

**Environmental Hazards Receipt for Booklet**

**Lease/Rental Mold & Vent Add (LRM)**

**Parking & Storage Disclosure (PSD)**

**Tenant Flood Hazard Disclosure (TFHD)**

**Information on Dampness and Mold for Renters**

*Lead-Based Paint Disclosure (FLD) \**

*Misc Disclosures\**

**Reports**

*Receipt for Reports\**

*Reports\**

**Closing Documents**

**Commission Demand**

**MLS Leased Report**

**Move In Inspection (MII)**

*Move Out Inspection (MOI)\**

*Pre-Move Out Inspection (PMOI)\**

*Notice of Right to Inspection (NRI)\**