

The Self-Managing Landlord Checklist

A practical review of the 6 key areas every North Texas landlord should audit

Use this checklist to identify gaps in how you're currently managing your rental property. Check off what you have in place — and pay attention to anything you can't check. Those gaps are where risk (and cost) tend to hide.

1. Pricing & Market Position

- I have run a current market rent analysis in the last 6 months *Why it matters: Rent*
- My rent reflects comparable properties in my zip code *Why it matters: Chec*
- I reassess rent at every lease renewal — not just when there's a vacancy *Why it matters: RENE*

2. Tenant Screening

- I verify income (target: 3x monthly rent in gross income) *Why it matters: Incon*
- I run a full credit check on every adult applicant *Why it matters: Look*
- I check eviction history through a dedicated screening service *Why it matters: Evict*
- I verify rental history directly with previous landlords *Why it matters: Alway*
- I document my screening criteria in writing and apply it consistently *Why it matters: Incon*

3. Lease & Legal Compliance

- My lease was written or reviewed by a Texas real estate professional *Why it matters: Gene*
- My lease includes clear terms for late fees, maintenance, and entry notice *Why it matters: Texa*
- I have a signed move-in inspection report with photos on file *Why it matters: This*
- I understand my obligations under the Texas Property Code *Why it matters: Key a*

4. Maintenance & Vendors

- All maintenance requests are submitted and tracked in writing *Why it matters: Texts*
- I use licensed and insured contractors for all repairs *Why it matters: Unlic*
- I respond to maintenance requests within 24 hours *Why it matters: Delay*
- I conduct an annual property inspection *Why it matters: Catch*

5. Financial Management

- I track all rental income and expenses monthly *Why it matters: With*

I keep a separate bank account for rental income

Why it matters: Mixin

I have records of all vendor invoices and repair costs

Why it matters: Thes

I am prepared to issue or receive a Form 1099 at year-end

Why it matters: Requ

6. Vacancy & Turnover

I begin marketing at least 30 days before a tenant moves out

Why it matters: Waiti

My listing includes professional photos

Why it matters: Prop

I advertise on major rental platforms (Zillow, Apartments.com, etc.)

Why it matters: Limiti

I have a move-out checklist and security deposit return process

Why it matters: Texa

How many boxes did you leave unchecked? If it's more than a few, it may be time for a conversation.

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