

Maintenance guide

Before submitting a malfunction/repair request, it is important that you first check whether it is a repair or malfunction that you need to resolve yourself to avoid incurring unpleasant costs for you as a tenant.

Gutters	Landlord	Tenant
Cleaning gutters and roof drains if reachable by normal means		X
Repair and renewal of gutters and roof drains	X	

Greenery		
Maintenance of garden or balcony		X

Hanging and locking hardware		
Maintenance, replacement, lubrication and repair of hardware, hinges, locks etc.		X

Window frames		
Painting, repairing window frames on the inside of the rented property		X
Painting, repairing window frames on the outside of the rented property	X	

Water taps		
Descaling, oiling and lubricating movable parts as well as replacing faucet leathers		X

Leaks		
Repair of roofs and windows	X	
Consequential damage to stucco, tex and painting as well as other content inside the rented property		X

Handrails		
Fixing loose stair railings		X

Elevator		
Maintenance and repair	X	

Interior walls		
Removing and filling holes due to screws, plugs, hooks etc.		X
Painting of interior walls		X

Pests		
Control of pests such as mice, ants, rats, fleas, silverfish etc.		X
Removal of wasp/bee nests		X

Unblocking		
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Cleaning/unclogging of draining pipes of sinks, showers, laundry machine, dishwasher etc.		X
Ceilings		
Texing, painting and repairs		X
Baseboards/plinths/floor skirtings		
Fixing and replacing if damaged		X
Windows		
Exterior painting	X	
Interior painting		X
Sanitary		
Maintenance, repair, replacing and daily repairs of sanitary		X
Replacing of sanitary if damage is caused by tenant		X
Painting		
Interior painting		X
Exterior painting		X
Cleaning		
All cleaning inside and outside the rented property		X
Chimneys and flue systems		
Sweeping and cleaning		X
Keys		
Replacing lost keys		X
Replacing broken keys		X
Providing keys at the start of the lease	X	
Trimming/maintenace greenery		
Trimming/maintenance of hedges, trees, shrubs etc.		X
Toilet		
Replacing/repairing toilet seat		X
Repair of leaking toilet and/or parts		X
Garden		
Maintenance of gardens, terraces and other outdoor areas belonging to the rented property		X