

Brooklyn Park Renter Plumbing Checklist

Lease-safe steps to document plumbing problems before contacting the landlord or property manager.

Document first

- Take photos or short video of the affected fixture, leak, backup, water heater, sump pit, or visible pipe.
- Write down when the issue started, whether water is still running, and whether other fixtures are affected.
- If water is spreading, move belongings away and document the wet area for the property manager.

Lease-safe checks

- Shut off the fixture valve under a sink or toilet if that specific fixture is leaking and the valve is reachable.
- Do not open walls, disassemble plumbing, use harsh drain chemicals, thaw hidden pipes, or handle electrical equipment near water.
- For sewer backup, stop using water and notify management immediately.
- For frozen pipes, open the affected faucet and keep the home heated, but avoid open flames or high-heat tools.

What to send the landlord

- Your unit address, best callback number, access notes, and whether the issue is active or contained.
- Photos, start time, affected fixture list, and any shutoff valve you used.
- Whether the problem affects drinking water, heat, sanitation, or basement flooding.

Call notes

Date/time: _____ Callback number: _____

Technician/company: _____ Earliest access: _____