



## Rental Registration and Inspection Ordinance (RRIO)

# What you need to know about

# INSPECTIONS



### Why was I picked for an INSPECTION?

Properties registered with the RRIO program must meet the inspection requirement at least once every ten years.

Properties are randomly selected for inspection or may be selected because of past rental housing violations.

### Remind me, WHAT'S RRIO?

RRIO was established by the Seattle City Council to help ensure rental housing is safe and meets basic maintenance standards.



### WHAT DO I NEED TO DO NOW?

Now that you have been selected for an inspection, please complete the inspection requirements for each unit listed in the Notice of Required Inspection letter. You'll need to complete these requirements by the due date in the letter.

#### To complete the requirements you must do one of the following:



Hire an inspector, give notice to your tenants, and pass a RRIO inspection.



Submit documentation of an approved alternate inspection such as an inspection conducted as a requirement of an affordable housing program. Acceptable alternate inspections and the required documentation are on the RRIO website at [www.seattle.gov/RRIO](http://www.seattle.gov/RRIO).



Notify the RRIO program that your property has an Accessory Dwelling Unit and one unit is owner-occupied and the other unit is occupied by an immediate family member.

### HOW DO I FIND AN INSPECTOR?

A City inspector can conduct the inspection, or you can use a private inspector. Starting in 2017, City inspectors will charge \$160 for the property, including the first unit, and \$30 for each additional unit.



**To schedule a City inspector call (206) 684-4110 and select option 3.**

Private inspectors are professionals who have been through a RRIO training and who's work is periodically reviewed by the City. Private inspectors set their own prices.

**To find a list of Private Inspectors visit [www.seattle.gov/RRIO](http://www.seattle.gov/RRIO) and choose Hire a Private Inspector.**

Once you have completed and passed an inspection with a Private Inspector follow the instructions on the website to submit your Certificate of Compliance.



## WHAT WILL BE INSPECTED?

A RRIO inspection will follow a checklist of basic safety and maintenance requirements. The RRIO inspection looks at common areas and the units listed on the Notice of Required Inspection letter.

### Examples of items required by the checklist are:

-  No holes or visible leaks in the roof or walls.
-  Plumbing fixtures such as sinks and toilets are working properly.
-  Windows and doors work properly and are secure.
-  Permanently-installed, functioning heating system.

**Only items on the RRIO checklist are inspected. The full RRIO checklist can be found at [www.seattle.gov/RRIO](http://www.seattle.gov/RRIO).**

## What if I DON'T PASS the inspection?

If your property does not pass the RRIO inspection, you need to correct the safety or maintenance issues and pass a re-inspection by the due date on your letter.

City inspectors will perform a **re-inspection at no charge**. Private inspectors will set their own prices.

## What if I need more time TO MAKE REPAIRS?

If you need more time to make a repair and complete the inspection, please contact the RRIO program. We can extend the due date as long as you are working towards making the repair. If the due date passes and you have not contacted us, you may be subject to enforcement and fines.

## What do I tell my RENTERS?

RRIO requires that renters receive at least two days' written notice of an inspection from the property owner or manager.



The notice has other specific requirements, including the right of the renter to request repairs and maintenance. You can find a notice template at [www.seattle.gov/RRIO](http://www.seattle.gov/RRIO). You should work out access to the unit with your renter. Renters cannot unreasonably deny access for a RRIO inspection.

The RRIO program has information available for renters that explains the program and the inspection. You or your renters can find the information on the RRIO website at [www.seattle.gov/RRIO](http://www.seattle.gov/RRIO) under the **Renters** tab.

## Where do I go to FIND OUT MORE?

Visit [www.seattle.gov/RRIO](http://www.seattle.gov/RRIO)



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