

Move-In/Move-Out Check List

This move-in/move-out checklist is hereby made a part of the Rental Agreement dated _____
 _____ by and between _____, the
 Owner/Agent, and _____, the Tenant / Resident, for
 premises located at _____

Move-In Date _____ Move-Out Date _____

Inspection Date _____ Inspection Date _____

1. This checklist is to be completed by the Owner/Agent upon the Resident moving in and moving out of the residence. The Resident is encouraged to be present during inspections.
2. The Resident shall have 3 (three) days after taking possession in which to amend this checklist to include any further defects in the property which were unnoticed at the lime of the Move-In Inspection. The Resident agrees that failure to notify the Owner/Agent of such further defects in writing within the time specified shall be conclusive proof that there are no further defects and that in fact the Resident has accepted the premises, its furnishings, and appliances in good and satisfactory condition except as noted herein.
3. Upon vacating the premises. the Resident shall have the premises in the same or better condition as when accepted by the Resident or as they may be put by the Owner/Agent or the Resident, reasonable wear expected.

	MOVE IN			MOVE OUT	
	NEW	GOOD	OTHER	COND.	CHARGE
KEYS					
Mailbox -1					
Door-1					
Dead Bolt - 1					
Garage Door Opener					
Other ,					
Garage / Carport Clean					
Wall condition					
Floor condition					
Ceiling condition					

	MOVE IN	MOVE OUT		MOVE IN	MOVE OUT
	NEW	GOOD		NEW	GOOD
KITCHEN (Including Cabinets)- Clean					
Refrigerator - Clean & Working					
2 Ice Cube Trays					
2 Crispers & Glass Top					
Light Bulb					
Butter Dish					
Ice Caddie					
Stove - Clean & Working					
Oven Racks ,					
9roiler Pan ,					
Light Bulb ,					
Disposal.- Clean & Working					
Disposal Top					
Chips or Cracks in Kit. Appl.					
Cond. of Counter Tops					
Fan, Filter & Hood - Clean & Working					
BATHROOM #1- Clean					
Soap Dishes, Towel Ball. Shower Rod					
Paper Holder Secure					
Tub & Sink Stoppers Work					
Plumbing Working Properly					
Caulking - Clean					
Tiles					
Fan - Clean & Working					
BATHROOM #2- Clean					
Soap Dishes, Towel Ball. Shower Rod					
Paper Holder Secure					
Tub & Sink Stoppers Work					
Plumbing Working Properly					
Caulking - Clean					
Tiles					
Fan - Clean & Working					

	MOVE IN	MOVE OUT		MOVE IN	MOVE OUT
	NEW	GOOD		NEW	GOOD
BATHROOM #3- Clean					
Soap Dishes, Towel Ball. Shower Rod					
Paper Holder Secure					
Tub & Sink Stoppers Work					
Plumbing Working Properly					
Caulking - Clean					
Tiles					
Fan - Clean & Working					
BEDROOMS - Clean					
BATHROOM - Clean					
BATHROOM - Clean					
LIVING ROOM - Clean					
DINING ROOM - Clean					
HEATING AND AIR COND.					
Clean & working					
Furnace filters					
DOORS work properly					
Door knobs work					
Door locks work					
WINDOWS work properly					
windows clean					
screens					
storm windows					
BROKEN/CRACKED windows					

	MOVE IN	MOVE OUT		MOVE IN	MOVE OUT
	NEW	GOOD		NEW	GOOD
CONDITION of doors, frames					
condition of woodwork					
CARPETS clean yes or no					
burns, tears, stains (name)					
CURTAIN RODS & fixtures					
BLINDS & shades					
RUBBISH removed					
LIGHTING fixtures & bulbs					
WALLS surfaces clean					
not repainted or wallpapered					
VENTS & registers work					
ELECTRICAL outlets work					
cover plates on outlets					
MIRRORS clean					
SMOKE detectors work					

COMMENTS:

By signing our name below I/we accept the **Move-In/Move-Out Checklist** as a part of the rental agreement and agree that it is an accurate account of the condition and contents of said premises and acknowledge receiving a copy hereof. I/we also agree to pay for any damages to the property and contents other than normal wear.

RESIDENT: _____ **DATE:** _____

RESIDENT: _____ **DATE:** _____

MANAGER: _____ **DATE:** _____