



Rental Move-In and Move-Out Checklist

Instructions: Tenant(s) should complete this checklist just prior to or within 24 hours of moving in. The tenant(s) and landlord or property manager should review the property, then complete, and sign this checklist as a mutual agreement on the condition of the property upon move-in. Each party keeps a signed copy of the checklist. The tenant(s) and landlord or property manager should examine this checklist during the pre-move-out inspection and again after move-out to determine if any portion of the security deposit will be deducted for cleaning or repairs.

Tenant Name(s) :

Address & Apt. No :

City :

State :

Zip :

Move-In Date :

Inspection Date :

Time :

By :

Unless otherwise noted, the premises are in clean, good working order and undamaged. Use the key below.

Key & Abbreviations :

NC Needs Cleaning
NP Needs Painting
NR Needs Repair

NSC Needs Spot Cleaning
NSP Needs Spot Painting
RP Needs Replacing

LIVING ROOM

	Move-in	Move-out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Shades/blinds			
Closet			
Light fixtures			
Outlets/switches			
Lightbulbs			

Comments :



ENTRY/HALL

	Move-in	Move-out	Cost
Floor			
Walls			
Ceiling			
Light fixtures			
Outlets/switches			
Closet			
Stairs			

Comments :

BEDROOM #1

	Move-in	Move-out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Shades/blinds			
Closet			
Light fixtures			
Outlets/switches			
Lightbulbs			

Comments :

BEDROOM #2

	Move-in	Move-out	Cost

Comments :



BATHROOM #2

Move-in	Move-out	Cost

Comments :



KITCHEN

	Move-in	Move-out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Cabinets			
Drawers			
Sink/plumbing			
Counters			
Fan			
Light fixtures			
Lightbulbs			
DISHWASHER			
Interior/parts			
Exterior			
Controls			
REFRIGERATOR			
Interior/parts			
Exterior			
Lights			
STOVE/OVEN			
Exterior			
Burners			
Vent			
Timer/controls			
Surface			
Light			
Racks			
Drip pan			

Comments :



DINING ROOM

	Move-in	Move-out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Shades/blinds			
Light fixtures			
Outlets/switches			

Comments :

MECHANICAL

	Move-in	Move-out	Cost
Water heater			
Smoke detector			
Thermostat			
Heating			
A/C			

Comments :

OTHER

	Move-in	Move-out	Cost
Parking area			
Lawn/Garden			
Patio/Deck			
Washer/Dryer			

Comments :

TOTAL COST OF DAMAGES: \$_____.



Rental Move-In and Move-Out Checklist

I/we, _____ (tenants), understand that unless otherwise noted, all damages are under the tenant's responsibility and will be deducted from the security deposit upon move-out.

Videos and/or photographs have been taken of the unit:

☐

Yes

☐

No

If yes, the original copies are in the possession of the

☐

Landlord

☐

Tenant

MOVE-IN INSPECTION

Landlord/Agent Signature

Date

Tenant Signature

Date

Tenant Signature

Date

MOVE-OUT INSPECTION

Landlord/Agent Signature

Date

Tenant Signature

Date

Tenant Signature

Date

Tenant Signature

Date

Tenant's Forwarding Address:
