

## MOVE-IN / MOVE OUT INSPECTION CHECKLIST

Tenant Name: \_\_\_\_\_

Apartment Address: \_\_\_\_\_

Date: \_\_\_\_\_

Area / Item	Condition @ move-in	Condition @ exit	Est. Repair Cost
<b>KITCHEN</b>			
Floors / floor covering			
Walls & ceiling			
Windows / locks / screens			
Window coverings			
Doors / knobs			
Light fixtures / bulbs			
Cabinets/cupboards/shelves			
Drawers / countertops			
Sinks / stoppers / faucets			
Drains / plumbing			
<b>APPLIANCES</b>			
<i>Stove / Oven</i>			
Outside			
Burners			
Drip pans			
Hood vent			
Timer / controls			
Broiler pan			
Lights			
<i>Refrigerator</i>			
Outside			
Inside			
Dishwasher			
Garbage disposal			
Trash compactor			
Laundry equipment			
Other appliances			
<b>LIVING ROOM</b>			
Floors / floor covering			
Walls & ceiling			
Windows / locks / screens			
Window coverings			
Doors / locks			
Light fixtures / bulbs			
Closet / shelves			
Fireplace			
<b>DINING ROOM</b>			
Floors / floor covering			
Walls & ceiling			
Windows / locks / screens			
Window coverings			
Doors / locks			
Light fixtures / bulbs			
Closet / shelves			

<b>OTHER ROOM</b>			
Floors / floor covering			
Walls & ceiling			
Windows / locks / screens			
Window coverings			
Doors / locks			
Light fixtures / bulbs			
Closet / shelves			
<b>ENTRY / HALL / STAIRS</b>			
Floors / floor covering			
Walls & ceiling			
Windows / locks / screens			
Window coverings			
Doors / locks			
Light fixtures / bulbs			
Closet / shelves			
<b>FRONT ENTRY / PORCH</b>			
Light fixtures / bulbs			
Doorbell			
<b>BACK / SIDE ENTRY</b>			
Light fixtures / bulbs			
Other			
<b>GARAGE / CARPORT</b>			
Floor type / condition			
Doors / locks			
Light fixtures / bulbs			
Cabinets / shelving			
<b>STORAGE</b>			
Exterior			
Interior			
Attic			
Basement			
<b>GROUNDS</b>			
Lawn / trees			
Flower beds / gardens			
Sprinklers / hose bibs			
Walkways			
Driveway			
Parking area			
Patio / deck			
<b>BATHROOM</b>			
Floor / floor covering			
Walls / tile / grout / ceiling			
Windows / locks / screens			
Window coverings			
Doors / knobs / locks			
Light fixtures / bulbs			
Exhaust fans / heater			
Counters / shelves			
Mirrors / cabinets			
Sink / faucet / basin			
Drains / plumbing			
Tub / shower caulking			
Shower head / tub faucet			
Shower door / curtain			
Shower tracks			

Towel racks			
Toilet bowl / seat			
Toilet paper holder			
<b>BEDROOM #1</b>			
Floors / floor covering			
Walls & ceilings			
Windows / locks / screens			
Window coverings			
Doors / knobs / locks			
Closets / shelves			
Light fixtures / bulbs			
<b>BEDROOM #2</b>			
Floors / floor covering			
Walls & ceilings			
Windows / locks / screens			
Window coverings			
Doors / knobs / locks			
Closets / shelves			
Light fixtures / bulbs			
<b>BEDROOM #3</b>			
Floors / floor covering			
Walls & ceilings			
Windows / locks / screens			
Window coverings			
Doors / knobs / locks			
Closets / shelves			
Light fixtures / bulbs			

**Signatures**

Inspection checklist completed on (date) \_\_\_\_\_ at (time) \_\_\_\_\_ and approved by:

Owner / Manager: \_\_\_\_\_

Tenants: \_\_\_\_\_