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MOVE-IN / MOVE-OUT CHECKLIST

Landlord: _____

Tenant: _____

Property Address: _____

Move-In Date: _____ **Move-Out Date:** _____

Move-In Inspection Date: _____ **Move-out Inspection Date:** _____

DISCLAIMER: Complete the move-in section of this form and return it to your Landlord before or at the time of occupancy. All items are deemed to be in good condition unless noted otherwise. Test all locks, window latches, smoke detectors, and equipment. This form is not a repair request. Submit all requests for repairs separately in accordance with your lease. You and your Landlord will also use this form upon move-out. Keep a copy for your records. Note any defects in the items listed below. If you fail to return this form you will be held responsible for any damages, and you will be accepting the Property in its current condition.

ENTRY & HALLWAYS

	Move-In Condition		Move-Out Condition
Ceilings, Walls, Baseboards	☐ Good	☐ Other _____	_____
Doors	☐ Good	☐ Other _____	_____
Flooring	☐ Good	☐ Other _____	_____
Stairwell / Handrails	☐ Good	☐ Other _____	_____
Light Fixtures	☐ Good	☐ Other _____	_____
Closet Shelves & Rods	☐ Good	☐ Other _____	_____
Other: _____	☐ Good	☐ Other _____	_____

LIVING ROOM

	Move-In Condition		Move-Out Condition
Ceilings, Walls, Baseboards	☐ Good	☐ Other _____	_____
Fireplace	☐ Good	☐ Other _____	_____
Doors	☐ Good	☐ Other _____	_____
Flooring	☐ Good	☐ Other _____	_____
Lights & Ceiling Fans	☐ Good	☐ Other _____	_____
Windows & Screens	☐ Good	☐ Other _____	_____
Plugs & Switches	☐ Good	☐ Other _____	_____
Other: _____	☐ Good	☐ Other _____	_____

BEDROOM(S)

	Move-In Condition		Move-Out Condition
Ceiling, Walls (Paint), etc.	☐ Good	☐ Other _____	_____
Doors	☐ Good	☐ Other _____	_____
Flooring	☐ Good	☐ Other _____	_____

Lights	☐ Good	☐ Other	_____	_____
Windows & Screens	☐ Good	☐ Other	_____	_____
Window Coverings	☐ Good	☐ Other	_____	_____
Plugs & Switches	☐ Good	☐ Other	_____	_____
Closet Shelves & Rods	☐ Good	☐ Other	_____	_____
Other: _____	☐ Good	☐ Other	_____	_____

KITCHEN

	Move-In Condition	Move-Out Condition
Ceiling, Walls (Paint), etc.	☐ Good ☐ Other	_____
Flooring	☐ Good ☐ Other	_____
Lights	☐ Good ☐ Other	_____
Plugs & Switches	☐ Good ☐ Other	_____
Cabinets	☐ Good ☐ Other	_____
Drawers	☐ Good ☐ Other	_____
Countertops	☐ Good ☐ Other	_____
Sinks, Faucets, & Disposal	☐ Good ☐ Other	_____
Stove, Fan, Filter, & Hood	☐ Good ☐ Other	_____
Dishwasher	☐ Good ☐ Other	_____
Other: _____	☐ Good ☐ Other	_____

BATHROOM(S)

	Move-In Condition	Move-Out Condition
Ceiling, Walls (Paint), etc.	☐ Good ☐ Other	_____
Doors	☐ Good ☐ Other	_____
Flooring	☐ Good ☐ Other	_____
Lights	☐ Good ☐ Other	_____
Plugs & Switches	☐ Good ☐ Other	_____
Cabinets	☐ Good ☐ Other	_____
Countertops	☐ Good ☐ Other	_____
Sinks / Faucets	☐ Good ☐ Other	_____
Towel Bars & Fixtures	☐ Good ☐ Other	_____
Mirrors	☐ Good ☐ Other	_____
Medicine Cabinet	☐ Good ☐ Other	_____
Tub / Shower / Faucets	☐ Good ☐ Other	_____
Toilet	☐ Good ☐ Other	_____
Plumbing (general)	☐ Good ☐ Other	_____
Fan / Exhaust Vent	☐ Good ☐ Other	_____
Other: _____	☐ Good ☐ Other	_____

UTILITIES / FUNCTIONAL COMPONENTS

	Move-In Condition	Move-Out Condition
Heating Systems	☐ Good ☐ Other	_____
Air Conditioning	☐ Good ☐ Other	_____
Swamp Cooler	☐ Good ☐ Other	_____
Filters – Size _____	☐ Good ☐ Other	_____
Fire Sprinklers	☐ Good ☐ Other	_____
Smoke Detector(s)	☐ Good ☐ Other	_____
Carbon Monoxide Detector(s)	☐ Good ☐ Other	_____
Trash Compactor	☐ Good ☐ Other	_____
Other: _____	☐ Good ☐ Other	_____

DINING ROOM

	Move-In Condition		Move-Out Condition
Ceiling, Walls (Paint), etc.	☐ Good	☐ Other _____	_____
Flooring	☐ Good	☐ Other _____	_____
Lights & Ceiling Fans	☐ Good	☐ Other _____	_____
Windows & Screens	☐ Good	☐ Other _____	_____
Window Coverings	☐ Good	☐ Other _____	_____
Plugs & Switches	☐ Good	☐ Other _____	_____
Other: _____	☐ Good	☐ Other _____	_____

EXTERIOR

	Move-In Condition		Move-Out Condition
Fences & Gates	☐ Good	☐ Other _____	_____
Lawn (Trees, shrubs, etc.)	☐ Good	☐ Other _____	_____
Paint	☐ Good	☐ Other _____	_____
Front Door (knobs and locks)	☐ Good	☐ Other _____	_____
Back Door (knobs and locks)	☐ Good	☐ Other _____	_____
Fountain	☐ Good	☐ Other _____	_____
Grill	☐ Good	☐ Other _____	_____
Swimming Pool	☐ Good	☐ Other _____	_____
Hot Tub / Spa	☐ Good	☐ Other _____	_____
Other: _____	☐ Good	☐ Other _____	_____

GARAGE / PARKING AREA

	Move-In Condition		Move-Out Condition
Ceilings, Walls, Baseboards	☐ Good	☐ Other _____	_____
Floor / Driveway	☐ Good	☐ Other _____	_____
Auto Door Opener	☐ Good	☐ Other _____	_____
Remotes	☐ Good	☐ Other _____	_____
Garage Door	☐ Good	☐ Other _____	_____
Plugs & Switches	☐ Good	☐ Other _____	_____
Other: _____	☐ Good	☐ Other _____	_____

ADDITIONAL COMMENTS:

DISCLAIMER:

The Landlord and Tenant acknowledge that video and/or photos (digital or otherwise) may have been taken of the Property condition and are in the Landlord's possession. The Tenant may take video and/or photos at the Tenant's own expense.

Tenant agrees that the above information is an accurate account of the condition and contents of the Property and acknowledges receiving a copy hereof. Tenant understands that unless otherwise noted, all discrepancies will be the Tenant's responsibility and will be deducted from the security deposit at time of move-out. Tenant may be present at the move-out inspection, and upon request, the Tenant shall be notified when the move-out inspection will occur.

PLEASE MAKE A COPY OF THIS MOVE-IN / MOVE-OUT CHECKLIST FOR YOUR RECORDS

MOVE-IN INSPECTION

Completed on _____ (date)

Landlord Signature _____ **Date** _____

Printed Name _____

Tenant Signature _____ **Date** _____

Printed Name _____

MOVE-OUT INSPECTION

Completed on _____ (date)

Landlord Signature _____ **Date** _____

Printed Name _____

Tenant Signature _____ **Date** _____

Printed Name _____