



Rental Move-In and Move-Out Checklist

Instructions: Tenant(s) should complete this checklist within the time given by the landlord. 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 land-lord 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

NSC Needs Spot Cleaning

NP Needs Painting

NSP Needs Spot Painting

NR Needs Repair

RP Needs Replacing

ENTRY / HALL

	Move-In	Move Out	Cost
Floor			
Walls			
Ceiling			
Light fixtures			
Outlets/switches			
Closet			
Stairs			

Comments :

LIVING ROOM

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

Comments :

BEDROOM #1

	Move-In	Move Out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Shades / Blinds			
Closets			
Light fixtures			
Light fixtures			
Lightbulbs			

Comments :

BEDROOM #2

	Move-In	Move Out	Cost

Comments :

BATHROOM #1

BATHROOM #2

	Move-In	Move Out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Cabinets			
Drawers			
Sink/plumbing			
Shelves			
Mirror			
Tub/shower			
Caulking			
Counter			
Fan			
Light fixtures			
Lightbulbs			
Outlets/switches			
TOILET			
Bowl			
Seat			
Flush			

	Move-In	Move Out	Cost

Comments :

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 \$ _____

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

Tenant Signature

Tenant Signature

MOVE-OUT INSPECTION

Landlord/Agent Signature

Tenant Signature

Tenant Signature

Tenant's Forwarding Address:
