| **Tenant Name:** |  |
| --- | --- |
| **Address & Apt. No.:** | **City:** |  | **State:** |
| **Move-in Date:** | **Inspection Date:** | **Time:** | **By:** |
| **Move-out Date:** | **Inspection Date:** | **Time:** | **By:** |



# RENTAL MOVE-IN & MOVE-OUT CHECKLIST

Be sure to carefully complete this checklist before you move-in and upon moving out. The premises are clean, good working order, and undamaged, unless otherwise noted. Use the key below for reference.

### Key & Abbreviations

**NC:** Needs Cleaning **NSC:** Needs Spot Cleaning **NP:** Needs Painting **NSP:** Needs Spot Painting **NR:** Needs Repair **RP:** Needs Replacing

**SC:** Scratched

## Entrance/Hall

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Floor |  |  |  |
| Walls |  |  |  |
| Ceiling |  |  |  |
| Doors |  |  |  |
| Windows |  |  |  |

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Screens |  |  |  |
| Closet |  |  |  |
| Shades/blinds |  |  |  |
| Electrical fixtures |  |  |  |
| Light bulbs |  |  |  |

Notes:

## Living Room

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Floor |  |  |  |
| Walls |  |  |  |
| Ceiling |  |  |  |
| Doors |  |  |  |
| Windows |  |  |  |
| Screens |  |  |  |
| Shades |  |  |  |
| Closet |  |  |  |
| Electrical fixtures |  |  |  |
| Light bulbs |  |  |  |

Notes:

## Kitchen

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Floor |  |  |  |
| Walls |  |  |  |
| Ceiling |  |  |  |
| Doors |  |  |  |
| Windows |  |  |  |
| Screens |  |  |  |
| Curtain |  |  |  |
| Cabinets |  |  |  |
| Drawers |  |  |  |
| Sink |  |  |  |
| Counters |  |  |  |
| Fan |  |  |  |
| Electrical fixtures |  |  |  |
| Light bulbs |  |  |  |

**REFRIGERATOR**

| Inside/parts |  |  |  |
| --- | --- | --- | --- |
| Outside |  |  |  |
| Light |  |  |  |
| Sink |  |  |  |

**STOVE/OVEN**

| Outside |  |  |  |
| --- | --- | --- | --- |
| Burners |  |  |  |
| Vent |  |  |  |
| Timer/controls |  |  |  |
| Surface |  |  |  |
| Light |  |  |  |
| Racks |  |  |  |
| Drip |  |  |  |

**DISHWASHER**

| Inside/parts |  |  |  |
| --- | --- | --- | --- |
| Outside |  |  |  |
| Controls |  |  |  |

Notes:

## Dining Room

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Floor |  |  |  |
| Walls |  |  |  |
| Ceiling |  |  |  |

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Doors |  |  |  |
| Windows |  |  |  |
| Screen |  |  |  |

Notes:

## Bedroom #1

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Floor |  |  |  |
| Walls |  |  |  |
| Ceiling |  |  |  |
| Doors |  |  |  |
| Windows |  |  |  |
| Screens |  |  |  |
| Closet |  |  |  |
| Shades/blinds |  |  |  |
| Electrical fixtures |  |  |  |
| Light bulbs |  |  |  |

Notes:

## Bedroom #2

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Floor |  |  |  |
| Walls |  |  |  |
| Ceiling |  |  |  |
| Doors |  |  |  |
| Windows |  |  |  |
| Screens |  |  |  |
| Closet |  |  |  |
| Shades/blinds |  |  |  |
| Electrical fixtures |  |  |  |
| Light bulbs |  |  |  |

Notes:

## Bathroom #1

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Floor |  |  |  |
| Walls/tile |  |  |  |
| Ceiling |  |  |  |
| Doors |  |  |  |
| Cabinets |  |  |  |

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Drawers |  |  |  |
| Sink |  |  |  |
| Shelves |  |  |  |
| Mirror |  |  |  |
| Tub/shower |  |  |  |
| Caulking |  |  |  |
| Counter |  |  |  |
| Fan |  |  |  |
| Bowl/seat |  |  |  |
| Towel rack |  |  |  |
| Window |  |  |  |
| Electrical fixtures |  |  |  |
| Light bulbs |  |  |  |

Notes:

## Bathroom #2

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Floor |  |  |  |
| Walls/tile |  |  |  |
| Ceiling |  |  |  |

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Doors |  |  |  |
| Cabinets |  |  |  |
| Drawers |  |  |  |
| Sink |  |  |  |
| Shelves |  |  |  |
| Mirror |  |  |  |
| Tub/shower |  |  |  |
| Caulking |  |  |  |
| Counter |  |  |  |
| Fan |  |  |  |
| Bowl/seat |  |  |  |
| Towel rack |  |  |  |
| Window |  |  |  |
| Electrical fixtures |  |  |  |
| Light bulbs |  |  |  |

Notes:

## Front Porch

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Electrical fixtures |  |  |  |
| Light bulbs |  |  |  |

Notes:

## Back Porch

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Electrical fixtures |  |  |  |
| Light bulbs |  |  |  |

Notes:

## Garage

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Floor |  |  |  |
| Walls |  |  |  |
| Ceiling |  |  |  |
| Electrical fixtures |  |  |  |
| Light bulbs |  |  |  |

Notes:

## Mechanical

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Water heater |  |  |  |
| Smoke detector |  |  |  |
| Thermostat |  |  |  |
| Furnace |  |  |  |
| A/C |  |  |  |

Notes:

## House Keys

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Front door |  |  |  |
| Mailbox |  |  |  |
| Others: |  |  |  |

Notes:

## Other

|  | **Move-in** | **Move-out** | **Cost** |
| --- | --- | --- | --- |
| Parking area |  |  |  |
| Lawn/garden |  |  |  |
| Patio/deck |  |  |  |
| Washer/dryer |  |  |  |

Notes:

## Total Cost of Damages:

###  Yes No Videos and/or photos of the unit have been taken.

If yes,

###  Landlord Tenant is in possession of the original copies of photos and/or videos.

I/We (the tenant(s)) understand that unless otherwise noted, all discrepancies will be the tenant’s responsibility and will be deducted from the security deposit at the time of move-out.

### 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 Forwarding Address:

