|  |
| --- |
| **Address** |
| **Move-in Date** |  | **Move-out Date** |  |

Use this form so both you and the landlord have a record of your unit’s condition before you move in and when you move out. Keep a copy and give one to your landlord.

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Item | Status | Good | Damaged | Dirty | Missing | None | Comments |
| L I V I NG ROOM | Ceiling, walls | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Doors, locks, screens | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Fireplace | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Floor, coverings  | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Light fixtures | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Smoke detector | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Windows, locks, screens, coverings | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  |  |
| D I N I N G R O OM | Ceiling, walls | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Doors, locks, screens | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Floor, coverings  | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Light fixtures | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Smoke detector | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Windows, locks, screens, coverings | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Item | Status | Good | Damaged | Dirty | Missing | None | Comments |
| K I T C H E N | Cabinets | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Ceiling, walls | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Counters | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Dishwasher | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Doors, locks, screens | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Floor, coverings  | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Garbage disposal | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Light fixtures | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Microwave | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Refrigerator | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Sink, water | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Smoke detector | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Stove, Oven | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Windows, locks, screens, coverings | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Item | Status | Good | Damaged | Dirty | Missing | None | Comments |
| B A T H R O OM1 | Bathtub, shower | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Ceiling, walls | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Doors, locks, screens | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Exhaust fan | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Floor, coverings  | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Light fixtures | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Sink, counter, cabinet, mirror | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Toilet | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Windows, locks, screens, coverings | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  |  |
| B A T H R O OM | Bathtub, shower | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Ceiling, walls | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Doors, locks, screens | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Exhaust fan | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Floor, coverings  | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Light fixtures | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Sink, counter, cabinet, mirror | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Toilet | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Windows, locks, screens, coverings | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Item | Status | Good | Damaged | Dirty | Missing | None | Comments |
| B E D R O OM1 | Ceiling, walls | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Doors, locks, screens | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Floor, coverings  | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Light fixtures | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Windows, locks, screens, coverings | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  |  |
| B E D R O OM2 | Ceiling, walls | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Doors, locks, screens | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Floor, coverings  | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Light fixtures | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Windows, locks, screens, coverings | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  |  |
| B E D R O OM3 | Ceiling, walls | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Doors, locks, screens | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Floor, coverings  | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Light fixtures | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Windows, locks, screens, coverings | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Item | Status | Good | Damaged | Dirty | Missing | None | **Other: Room Name:** |
|  |  |  |  |  |  |  |  | Comments |
| O T H E RR O OM  | Ceiling, walls | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Doors, locks, screens | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Floor, coverings  | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Light fixtures | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Smoke detector | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Windows, locks, screens, coverings | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  |  |
| HA L L WA Y S | Ceiling, walls | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Doors, locks, screens | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Floor, coverings  | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Light fixtures | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Smoke detector | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Windows, locks, screens, coverings | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  |  |
| S Y S T E M S | Air Conditioning | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Heating  | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Plumbing | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Hot Water Heater | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Item | Status | Good | Damaged | Dirty | Missing | None | Comments |
| O U T S I D E | Deck, patio, porch | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Drive way | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Garage | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Lawn, garden | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Stairs, handrails | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |
|  | Other: | Move-in |[ ] [ ] [ ] [ ] [ ]   |
|  |  | Move-out |[ ] [ ] [ ] [ ] [ ]   |

# **Notes**

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**MOVING-IN**

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Signature of Head of Household Date

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Signature of Landlord Date

rev062816

**MOVING-IN**

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Signature of Head of Household Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Landlord Date

rev062816