



Rental Move-In and Move-Out Checklist

Instructions: Tenant(s) should complete this checklist just prior to or within 24 hours of moving in. 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 landlord 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 |
|--|---------|----------|------|
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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:
