TENANT MOVE-IN AND MOVE-OUT PROPERTY CHECKLIST Before you move-in and upon moving-out, be sure to carefully complete this check-list. Tenant Name(s): Address & Apt. No.: City: State: Zip: Move-In Date **Inspection Date:** Time: By: **Move-Out Date** Inspection Date: Time: By: Unless otherwise noted, the premises are in clean, good working order and undamaged. Use key below. Key & Abbreviations: NC: Needs Cleaning **NSC: Needs Spot Cleaning NP: Needs Painting NSP: Needs Spot Painting** NR: Needs Repair **RP: Needs Replacing** SC: Scratched Other: _ LIVING ROOM Move-Out DISHWASHER Move-In Cost Move-In Move-Out Cost Inside/parts Floor Walls Outside Ceiling Controls Doors BATHROOM #1 Move-In Move-Out Windows Cost Screens Floor Shades Walls/Tile Closet Ceiling Elec Fix. Doors Light bulbs Cabinets Drawers **KITCHEN** Move-In Move-Out Cost Sink Floor Shelves Walls Mirror Ceiling Tub/Shower Doors Caulking Windows Counter Screens Fan Bowl/seat Curtain Cabinets Towel rack Drawers Window Sink Elec Fix. Counters Light bulbs Fan/Light **BATHROOM #2** Elec Fix. Move-In Move-Out Cost Light bulbs Floor Walls/Tile REFRIGERATOR Move-In Move-Out Cost Ceiling Inside/parts Doors Outside Cabinets Light Drawers Sink STOVE/OVEN Move-In Move-Out Cost Shelves Outside Mirror **Burners** Tub/Shower Vent Caulking Timer/Controls Counter Surface Fan Light Bowl/seat Racks Towel rack Drip pan Window Elec Fix. Light bulbs

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BEDROOM #1	Move-In	Move-Out	Cost	DINING ROOM	Move-In	Move-Out	Cost
Floor				Floor			
Walls				Walls		1	
Ceiling Doors				Ceiling Doors			
Windows				Windows		1	
Screens				Screens			
Closet]		I.	-
Shades/Blinds				FRONT PORCH	Move-In	Move-Out	Cost
Elec Fix.				Elec Fix.			
Light bulbs				Light bulbs			
BEDROOM #2	Move-In	Move-Out	Cost	BACK PORCH	Move-In	Move-Out	Cost
Floor	IVIOVE-III	Wove-Out	COST	Elec Fix.	MOVE-III	Move-Out	COSI
Walls				Light bulbs		1	
Ceiling]			
Doors				GARAGE	Move-In	Move-Out	Cost
Windows				Floor			
Screens				Walls			
Closet				Ceiling		 	
Shades/Blinds Elec Fix.				Elec Fix.			
Light bulbs				Light bulbs			
Light builds	L	I .		MECHANICAL	Move-In	Move-Out	Cost
BEDROOM #3	Move-In	Move-Out	Cost	Water Heater			
Floor				Smoke Det.			
Walls				Thermostat			
Ceiling				Furnace			
Doors				A/C [<u> </u>	
Windows Screens				# OF KEYS	Move In	Mayo Out	Coot
Closet				Front Door	Move-In	Move-Out	Cost
Shades/Blinds				Mailbox			
Elec Fix.				other:			
Light bulbs						'	
	<u> </u>			Comments:			
ENTRANCE/HALL	Move-In	Move-Out	Cost				
Floor Walls				-			
Ceiling				_			
Doors				-			
Windows							
Screens				1			
Closet]			
Shades/Blinds							
Elec Fix.							
Light bulbs				1			
Move-In						Move-Out	
·	Signature:			1		Date:	
Date:	Signature			/		Date.	
Date:	Signature: _			/		Date:	
Date:	Signature: _			/		Date:	· · · · · · · · · · · · · · · · · · ·
I/We (the tenant(s)) unde tenant's responsibility and			-	•			
Move-In				Move-Out			
Date:				Date:			
Landlord/Agent Signature:				Landlord/Agent Signature:			
Landlord and Tenant acknowledge that video and/or photos (digital or otherwise) have been taken of the premises. The original copies/files are in the possession of the Landlord / Tenant.				Tenant's Forwarding Ad	dress:		