

Move In – Move Out 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

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Move-In Date Inspection Date Time By

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Move-Out Date Inspection Date Time By

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	Condition on Arrival	Condition on Departure	Estimated Cost of Repair/Replacement
LIVING ROOM			
Floors & Floor Coverings			
Drapes & Window Coverings			
Walls & Ceilings			
Light Fixtures			
Windows, Screens, & Doors			
Front Door & Locks			
Fireplace			
Other			
KITCHEN			
Floors & Floor Coverings			
Walls & Ceilings			
Light Fixtures			
Cabinets			
Counters			
Stove/Oven			
Refrigerator			
Dishwasher			
Garbage Disposal			
Sink & Plumbing			
Windows, Screens, & Doors			
Other			

Move In – Move Out Checklist

	Condition on Arrival	Condition on Departure	Estimated Cost of Repair/Replacement
DINING ROOM			
Floors & Floor Coverings			
Walls & Ceilings			
Light Fixtures			
Windows, Screens, & Doors			
Other			
BEDROOM #1			
Floors & Floor Coverings			
Walls & Ceilings			
Light Fixtures			
Windows, Screens, & Doors			
Other			
BEDROOM #2			
Floors & Floor Coverings			
Walls & Ceilings			
Light Fixtures			
Windows, Screens, & Doors			
Other			
ADD ADDITIONAL ROOM			

Move In – Move Out Checklist

MOVE-IN

Date: _____ Signature: _____ / _____

Date: _____ Signature: _____ / _____

Date: _____ Signature: _____ / _____

MOVE-OUT

Date: _____

Date: _____

Date: _____

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

Date: _____

Landlord/Agent Signature _____

MOVE-OUT

Date: _____

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