**Move-In / Move-Out Inspection Checklist**

Property Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tenant Name(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Landlord/Manager: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Inspection Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

☐ Move-In

☐ Move-Out

**Instructions**

* The tenant and landlord/manager should complete this checklist together at move-in and move-out.
* Mark each item as Satisfactory (S) or Needs Repair (NR) and provide comments where needed.
* At move-out, note any damages beyond normal wear and tear.

|  |
| --- |
| **ENTRY & HALLWAYS** |

|  |  |  |
| --- | --- | --- |
|  | **Move-In Condition** | **Move-Out Condition** |
| Ceilings, Walls, Baseboards | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Doors | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Flooring | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Stairwell / Handrails | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Light Fixtures | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Closet Shelves & Rods | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Other: [DESCRIBE] | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |

|  |
| --- |
| **LIVING ROOM** |

|  |  |  |
| --- | --- | --- |
|  | **Move-In Condition** | **Move-Out Condition** |
| Ceilings, Walls, Baseboards | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Fireplace | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Doors | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Flooring | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Lights & Ceiling Fans | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Windows & Screens | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Plugs & Switches | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Other: [DESCRIBE] | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |

|  |
| --- |
| **BEDROOM(S)** |

|  |  |  |
| --- | --- | --- |
|  | **Move-In Condition** | **Move-Out Condition** |
| Ceiling, Walls (Paint), etc. | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Doors | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Flooring | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Lights | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Windows & Screens | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Window Coverings | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Plugs & Switches | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Closet Shelves & Rods | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Other: [DESCRIBE] | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |

|  |
| --- |
| **KITCHEN** |

|  |  |  |
| --- | --- | --- |
|  | **Move-In Condition** | **Move-Out Condition** |
| Ceiling, Walls (Paint), etc. | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Flooring | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Lights | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Plugs & Switches | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Cabinets | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Drawers | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Countertops | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Sinks, Faucets, & Disposal | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Stove, Fan, Filter, & Hood | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Dishwasher | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Other: [DESCRIBE] | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |

|  |
| --- |
| **BATHROOM(S)** |

|  |  |  |
| --- | --- | --- |
|  | **Move-In Condition** | **Move-Out Condition** |
| Ceiling, Walls (Paint), etc. | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Doors | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Flooring | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Lights | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Plugs & Switches | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Cabinets | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Countertops | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Sinks / Faucets | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Towel Bars & Fixtures | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Mirrors | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Medicine Cabinet | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Tub / Shower / Faucets | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Toilet | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Plumbing (general) | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Fan / Exhaust Vent | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Other: [DESCRIBE] | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |

|  |
| --- |
| **UTILITIES / FUNCTIONAL COMPONENTS** |

|  |  |  |
| --- | --- | --- |
|  | **Move-In Condition** | **Move-Out Condition** |
| Heating Systems | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Air Conditioning | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Swamp Cooler | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Filters – Size [DESCRIBE] | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Fire Sprinklers | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Smoke Detector(s) | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Carbon Monoxide Detector(s) | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Trash Compactor | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Other: [DESCRIBE] | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |

|  |
| --- |
| **DINING ROOM** |

|  |  |  |
| --- | --- | --- |
|  | **Move-In Condition** | **Move-Out Condition** |
| Ceiling, Walls (Paint), etc. | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Flooring | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Lights & Ceiling Fans | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Windows & Screens | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Window Coverings | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Plugs & Switches | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Other: [DESCRIBE] | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |

|  |
| --- |
| **EXTERIOR** |

|  |  |  |
| --- | --- | --- |
|  | **Move-In Condition** | **Move-Out Condition** |
| Fences & Gates | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Lawn (Trees, shrubs, etc.) | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Paint | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Front Door (knobs and locks) | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Back Door (knobs and locks) | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Fountain | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Grill | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Swimming Pool | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Hot Tub / Spa | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Other: [DESCRIBE] | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |

|  |
| --- |
| **GARAGE / PARKING AREA** |

|  |  |  |
| --- | --- | --- |
|  | **Move-In Condition** | **Move-Out Condition** |
| Ceilings, Walls, Baseboards | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Floor / Driveway | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Auto Door Opener | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Remotes | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Garage Door | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Plugs & Switches | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |
| Other: [DESCRIBE] | [ ]  Good | [ ]  Other [DESCRIBE] | [DESCRIBE] |

**Additional Comments:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Tenant Acknowledgment**

I confirm that the above checklist reflects the condition of the rental unit at the time of (Move-In/Move-Out).

Tenant Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tenant Name (Printed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Landlord/Manager Acknowledgment**

I confirm that I have inspected the rental unit with the tenant and agree with the condition noted above.

Landlord/Manager Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Landlord/Manager Name (Printed): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_