



MOVE IN / MOVE OUT RENTAL PROPERTY CHECKLIST

INSTRUCTIONS: Tenants are to complete this checklist and return to their Property Manager within five days of the lease commencement date. The Property Manager will then endorse and return a copy to the Tenant for their records. All items are presumed to be in good condition unless noted otherwise. Test all locks, window latches, smoke detectors and equipment. This form is not a repair request. Submit all requests for repairs separately in writing or through your Tenant Portal. The Property Manager will use this checklist during the move-out inspection when determining if any of the Tenant's security deposit will be retained for cleaning or repairs. **BE SPECIFIC AND DETAILED** when completing this checklist. Use additional sheets if necessary.

Property Address: _____

Location **Move-In Condition** **Move-Out Condition**

Front Porch		
Windows & Screens		
Light Fixture/Bulb		
Concrete		
Front Door		
Doorbell		
Back Porch		
Windows/Screens		
Light Fixture/Bulb		
Concrete Patio		
Wood Deck		
Back Door		
Yard		
Turfgrass		
Shrubs		
Mulch Areas		
Irrigation System		
Other Exterior		
Roof/Gutters		
Siding/Paint		
Driveway		
Mailbox		
Mailbox Key(s)	Qty:	Qty:
Fence/Gates		
Pool/Hot Tub		

Tenant's Initials: _____
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 Property Manager's Initials: _____

Garage/Carport		
Windows/Screens		
Light Bulbs		
Flooring		
Overhead Door		
Auto Door Opener		
Garage Remotes	Qty:	Qty:
Entry		
Ceiling & Walls		
Paint & Wallpaper		
Doors & Door Stops		
Door Locks & Knobs		
Flooring		
Light Fixtures/Bulbs		
Windows & Screens		
Window Latches		
Plugs & Switches		
Closet Shelves/Rods		
Other		
Living Room		
Ceiling & Walls		
Paint & Wallpaper		
Doors & Door Stops		
Door Locks & Knobs		
Flooring		
Lights & Ceiling Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		
Plugs & Switches		
Cabinets		
Fireplace		
Family Room		
Ceiling & Walls		
Paint & Wallpaper		
Doors & Door Stops		
Door Locks & Knobs		
Flooring		
Lights & Ceiling Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets		
Fireplace/Logs/Equip		
Other		

Dining Room		
Ceiling & Walls		
Paint & Wallpaper		
Doors & Door Stops		
Door Locks & Knobs		
Flooring		
Lights & Ceiling Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		
Plugs & Switches		
Cabinets		
Kitchen & Breakfast		
Ceiling & Walls		
Door Locks & Knobs		
Flooring		
Lights & Ceiling Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		
Plugs & Switches		
Pantry & Shelves		
Cabinets & Handles		
Drawers & Handles		
Countertops		
Range/Cooktop		
Microwave		
Dishwasher		
Oven		
Racks & Knobs		
Broiler & Pan		
Light Cover & Bulb		
Vent Hood		
Light & Fan		
Filter		
Garbage Disposal		
Sink & Faucet		
Refrigerator		
Shelves & Drawers		
Light Cover & Bulb		
Other		
Stairwell		
Walls		
Flooring		
Lights		
Handrail		

Halls		
Ceiling & Walls		
Paint & Wallpaper		
Door & Door Stops		
Door Locks & Knobs		
Flooring		
Light Fixtures		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets		
Other		
Bonus Room		
Ceiling & Walls		
Paint & Wallpaper		
Doors & Door Stops		
Door Locks & Knobs		
Flooring		
Lights & Ceiling Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets		
Fireplace/Logs/Equip		
Other		
Office		
Ceiling & Walls		
Paint & Wallpaper		
Doors & Door Stops		
Door Locks & Knobs		
Flooring		
Lights & Ceiling Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets		
Other		
Master Bedroom (1)		
Ceiling & Walls		
Paint & Wallpaper		
Doors & Door Stops		
Door Locks & Knobs		
Flooring		
Lights & Ceiling Fans		
Windows & Screens		
Window Latches		

Drapes/Blinds/Shutters		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets		
Other		
Master Bathroom (1)		
Ceiling & Walls		
Paint & Wallpaper		
Doors/Locks/Knobs/Stops		
Flooring		
Lights & Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets & Handles		
Countertops		
Sinks & Faucets		
Tub/Shower & Faucets		
Toilet/Lid/Seat/Paper Hldr		
Heaters & Exhaust Fans		
Towel Fixtures		
Mirror		
Other		
Bedroom (2)		
Ceiling & Walls		
Paint & Wallpaper		
Doors & Door Stops		
Door Locks & Knobs		
Flooring		
Lights & Ceiling Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets		
Other		
Bedroom (3)		
Ceiling & Walls		
Paint & Wallpaper		
Doors & Door Stops		
Door Locks & Knobs		
Flooring		
Lights & Ceiling Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		

Plugs & Switches		
Closet Shelves & Rods		
Cabinets		
Other		
Bedroom (4)		
Ceiling & Walls		
Paint & Wallpaper		
Doors & Door Stops		
Door Locks & Knobs		
Flooring		
Lights & Ceiling Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets		
Other		
Bedroom (5)		
Ceiling & Walls		
Paint & Wallpaper		
Doors & Door Stops		
Door Locks & Knobs		
Flooring		
Lights & Ceiling Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets		
Other		
Bathroom (2)		
Ceiling & Walls		
Paint & Wallpaper		
Doors/Locks/Knobs/Stops		
Flooring		
Lights & Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets & Handles		
Countertops		
Sinks & Faucets		
Tub/Shower & Faucets		
Toilet/Lid/Seat/Paper Hldr		
Heaters & Exhaust Fans		

Towel Fixtures		
Mirror		
Other		
Bathroom (3)		
Ceiling & Walls		
Paint & Wallpaper		
Doors/Locks/Knobs/Stops		
Flooring		
Lights & Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets & Handles		
Countertops		
Sinks & Faucets		
Tub/Shower & Faucets		
Toilet/Lid/Seat/Paper Hldr		
Heaters & Exhaust Fans		
Towel Fixtures		
Mirror		
Other		
Bathroom (4)		
Ceiling & Walls		
Paint & Wallpaper		
Doors/Locks/Knobs/Stops		
Flooring		
Lights & Fans		
Windows & Screens		
Window Latches		
Drapes/Blinds/Shutters		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets & Handles		
Countertops		
Sinks & Faucets		
Tub/Shower & Faucets		
Toilet/Lid/Seat/Paper Hldr		
Heaters & Exhaust Fans		
Towel Fixtures		
Other		
Utility Room		
Ceiling & Walls		
Paint & Wallpaper		
Doors & Door Stops		
Door Locks & Knobs		
Flooring		
Light Fixtures & Bulbs		

Plugs & Switches		
Closet Shelves & Rods		
Cabinets & Handles		
Countertops		
Sinks & Faucets		
Washing Machine		
Drip pan		
Dryer		
W & D Connections		
Other		
Tested & Functional		
Smoke Alarms		
Exterior Door Locks		
Located		
Water Shut-Off Valve		
Electrical Breaker Panel		
Water Heater		
All Air Filters		

The undersigned acknowledge that the above is an accurate assessment of the condition of the property as of the date signed.

Tenant	Date	Tenant	Date
Tenant	Date	Tenant	Date

***For Property Manager's Use:** This form was returned to Property Manager on _____
(date).*

Property Manager's Signature