

Move-in & Move-out Checklist



Tenant Name: _____

Move-in Date: _____

Unit Address: _____

The Tenant should complete this checklist within 72 hours of moving into the unit. After filling out the checklist, the landlord will approve of the conditions in the checklist. During the move-out inspection, the tenant(s) and the landlord should mark the status of each item on this list. If an item is in a different condition, beyond normal wear and tear, the landlord will determine the cost of repairing the damage.

S = Satisfactory	RP = Needs Replacing
NC = Needs Cleaning	SC = Scratched
NP = Needs Painting	NA = Not Applicable
NR = Needs Repair	

	LIVING ROOM			DINING ROOM		
	Move-in	Move-out	Cost	Move-in	Move-out	Cost
Paint/Walls						
Ceiling						
Carpet/Floors						
Windows						
Curtains						
Light						
Fixtures						
Outlets						
Fireplace						
Furniture						
Doors						
Other						

Comments/Notes:

Move-in & Move-out Checklist



KITCHEN

Refrigerator
Oven
Stovetop/Hood
Cabinets
Drawers
Walls
Ceiling
Floors
Light Fixtures
Outlets
Sink/Drain/Plumbing
Garbage Disposal
Dishwasher
Counter Surfaces
Fan
Windows
Furniture
Doors

Move-in	Move-out	Cost

Comments/Notes:

COMMON AREAS

Front Door
Locks
Floor
Walls
Ceiling
Light Fixtures
Outlets/Switches
Closet(s)
Stairs

Move-in	Move-out	Cost

Comments/Notes:

Move-in & Move-out Checklist



BEDROOM 1				BEDROOM 2			
	Move-in	Move-out	Cost		Move-in	Move-out	Cost
Paint/Walls							
Ceiling							
Carpet/Floors							
Windows							
Curtains							
Light							
Fixtures							
Outlets							
Fireplace							
Furniture							
Doors							
Other							

BEDROOM 3				BEDROOM 4			
	Move-in	Move-out	Cost		Move-in	Move-out	Cost
Paint/Walls							
Ceiling							
Carpet/Floors							
Windows							
Curtains							
Light							
Fixtures							
Outlets							
Fireplace							
Furniture							
Doors							
Other							

Comments/Notes:

Move-in & Move-out Checklist



BATHROOM 1				BATHROOM 2			
	Move-in	Move-out	Cost		Move-in	Move-out	Cost
Paint/Walls							
Ceiling							
Carpet/Floors							
Windows							
Curtains							
Light							
Fixtures							
Outlets							
Fireplace							
Furniture							
Doors							
Other							

BATHROOM 3				BATHROOM 4			
	Move-in	Move-out	Cost		Move-in	Move-out	Cost
Paint/Walls							
Ceiling							
Carpet/Floors							
Windows							
Curtains							
Light							
Fixtures							
Outlets							
Fireplace							
Furniture							
Doors							
Other							

Comments/Notes:

Move-in & Move-out Checklist



MISCELLANEOUS

Mailbox
Heating/A.C. System
Smoke Detectors
Carbon Detectors
Storage Area
Lawn
Balcony
Deck / Patio
Garage
Garage Door / Opener

Move-in	Move-out	Cost

Comments/Notes:

MECHANICAL

Water Heater
Smoke Detector
Thermostat
A/C
Washer
Dryer

Move-in	Move-out	Cost

Comments/Notes:

MOVE-IN INSPECTION

MOVE-OUT INSPECTION

Landlord/Agent Signature Date

Landlord/Agent Signature Date

Tenant Signature Date

Tenant Signature Date

Tenant Signature Date

Tenant Signature Date

Tenant Signature Date

Tenant Signature Date