



Rental Move-In and Move-Out Checklist

Instructions: Tenant(s) should complete this checklist within 24 hours of moving in. The tenant(s) and landlord or property manager should review the property, complete, and sign this checklist as a mutual agreement on the condition of the property upon move-in. Each party keeps a signed copy of the checklist. The tenant and landlord or property manager should examine this checklist during the pre-move-out inspection and again after move-out to determine if any of the security deposit will be deducted for cleaning or repairs.

Tenant Name(s) :

Address & Apt. No :

City :

State :

Zip :

Move-In Date :

Inspection Date :

Time :

By :

Unless otherwise noted, the premises are in clean, good working order and undamaged. Use the key below.

Key & Abbreviations :

NC Needs Cleaning
NP Needs Painting
NR Needs Repair

NSC Needs Spot Cleaning
NSP Needs Spot Painting
RP Needs Replacing

LIVING ROOM

	Move-In	Move-out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Shades/blinds			
Closet			
Elec. Fix.			
Light bulbs			
TOTAL			

Comments :

ENTRY/HALL

	Move-In	Move-out	Cost
Floor			
Walls			
Ceiling			
Elec. Fix.			
Closet			
Stairs			
TOTAL			

Comments :

BEDROOM #1

	Move-In	Move-out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Shades/blinds			
Closet			
Elec. Fix.			
Light bulbs			
TOTAL			

Comments :

BEDROOM #2

	Move-In	Move-out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Shades/blinds			
Closet			
Elec. Fix.			
Light bulbs			
TOTAL			

Comments :

LIVING ROOM

	Move-In	Move-out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Cabinets			
Drawers			
Sink/Plumbing			
Counters			
Fan			
Elec. Fix.			
Light Bulbs			
DISHWASHER			
Inside/Parts			
Outside			
Controls			
REFRIGERATOR			
Inside/Parts			
Outside			
Lights			
STOVE/OVEN			
Outside			
Burners			
Vent			
Timer/Controls			
Surface			
Light			
Racks			
Drip Pan			
TOTAL			

Comments :

DINING ROOM

	Move-In	Move-out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Shades/Blinds			
TOTAL			

Comments :

MECHANICAL

	Move-In	Move-out	Cost
Water heater			
Smoke detector			
Thermostat			
Heating			
A/C			
TOTAL			

Comments :

OTHER

	Move-In	Move-out	Cost
Parking area			
Lawn/Garden			
Patio/Deck			
Washer/Dryer			
TOTAL			

Comments :

TOTAL COST OF DAMAGES: \$_____.

Rental Move-In and Move-Out Checklist

I/we, _____ (tenants), understand that unless otherwise noted, all damages are under the tenant's responsibility and will be deducted from the security deposit upon move-out.

Videos and/or photographs have been taken of the unit: **Yes** **No**

If yes, the original copies are in the possession of the **Landlord** **Tenant**

MOVE-IN INSPECTION

<i>Landlord/Agent Signature</i>	<i>Date</i>
<hr style="border: 0.5px solid #ccc;"/>	<hr style="border: 0.5px solid #ccc;"/>
<i>Tenant Signature</i>	<i>Date</i>
<hr style="border: 0.5px solid #ccc;"/>	<hr style="border: 0.5px solid #ccc;"/>
<i>Tenant Signature</i>	<i>Date</i>
<hr style="border: 0.5px solid #ccc;"/>	<hr style="border: 0.5px solid #ccc;"/>

MOVE-OUT INSPECTION

<i>Landlord/Agent Signature</i>	<i>Date</i>
<hr style="border: 0.5px solid #ccc;"/>	<hr style="border: 0.5px solid #ccc;"/>
<i>Tenant Signature</i>	<i>Date</i>
<hr style="border: 0.5px solid #ccc;"/>	<hr style="border: 0.5px solid #ccc;"/>
<i>Tenant Signature</i>	<i>Date</i>
<hr style="border: 0.5px solid #ccc;"/>	<hr style="border: 0.5px solid #ccc;"/>
<i>Tenant Signature</i>	<i>Date</i>
<hr style="border: 0.5px solid #ccc;"/>	<hr style="border: 0.5px solid #ccc;"/>

Tenant's Forwarding Address:
