MOVE-IN/MOVE-OUT CHECKLIST

Tenant	Apt. No	Move-In
Inspector Date		
Inspector Date		Move-Out

hispector Bate		Wove-Out
ITEM	MOVE-IN	MOVE-OUT
KEYS		
Apartment Door		
Mail Box		
LIVING ROOM/DINING		
ROOM		
Walls/Ceiling		
Flooring/Carpet		
Doors		
Glass		
Drapes/Blinds/Shades		
KITCHEN		
Overall Cleanliness		
Range/Oven		
Refrigerator		
Counter Tops/Cabinets		
Sink		
Dishwasher		
Garbage Disposal		
Floor		
Glass		
Walls/Ceiling		
HALLS		
Walls/Ceiling		
Flooring/Carpets		
Doors		
BEDROOM #1		
Walls/Ceiling		
Flooring/Carpets		
Closet/Closet Door		
Door		
Glass		
Drapes		
Blinds/Shades		
MISCELLANEOUS		
Smoke Detectors		
Fire Extinguishers		



Storage Room	
Garage	
Heating/Air Conditioning	
Furniture	
Fireplace	

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S	-	Satisfactory
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NA - Not Applicable NC - Needs Cleaning NR - Needs Repair

Tenant Signature	Tenant Signature