

MOVE IN/OUT CONDITION REPORT

It is important for you to complete this checklist, noting the condition of the apartment, and return it to the office within 7 days of your move in. If we do not receive it we will assume your move out condition is the same as when you moved in, and we may find you responsible for damages that we were not aware of.

Date:
Tenant's Name(s):
Tenant's Address:

	Move-In Condition	Move-Out Condition
Living Room:		
Walls:	_____	_____
Floors:	_____	_____
Windows:	_____	_____
Lighting:	_____	_____
Doors:	_____	_____
Ceiling Fans:	_____	_____
Blinds:	_____	_____
Smoke Detector:	_____	_____
Balcony/Deck/Patio:	_____	_____
Heater/Air Conditioning:	_____	_____
Other:	_____	_____
Dining Room:		
Walls:	_____	_____
Floors:	_____	_____
Windows:	_____	_____
Window Screens:	_____	_____
Lighting:	_____	_____
Ceiling Fans:	_____	_____
Blinds:	_____	_____
Smoke Detector:	_____	_____
Other:	_____	_____

Bedroom 1:

Walls: _____
Floors: _____
Windows: _____
Lighting: _____
Doors: _____
Ceiling Fans: _____
Blinds: _____
Smoke Detector: _____
Other: _____

Bedroom 2:

Walls: _____
Floors: _____
Windows: _____
Lighting: _____
Doors: _____
Ceiling Fans: _____
Blinds: _____
Smoke Detector: _____
Other: _____

Kitchen:

Oven/Stovetop: _____
Dishwasher: _____
Refrigerator: _____
Cabinets: _____
Sink: _____
Exhaust/Hood/Fan: _____
Floors: _____
Lighting: _____

Bathroom:

Toilet: _____

Sink: _____

Mirror: _____

Cabinets: _____

Bathtub: _____

Floors: _____

Walls: _____

Fan: _____

Lighting: _____

Storage Area # ____ _____

Comments: _____

Signature of Tenant (for Move-In only)

Date of Move-In Inspection

Signature of Tenant (for Move-In only)

Date of Move-In Inspection

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Date of Move-In Inspection

The following is a reminder as signed on your lease agreement.

Charges will be made for damages not considered normal wear and tear. The following schedule should be used as a guide for minimum charges for noted items. If, in the opinion of the Lessor, these charges are inadequate to defray the expense, they may be increased accordingly.

- Clean stove \$50
- Clean refrigerator \$50
- Clean floor (more than normal cleaning) \$50
- Clean bathrooms (more than normal cleaning) \$100
- Clean bedrooms (more than normal cleaning) \$100
- Removal of trash from apartment \$50
- Remove items from storage lockers \$50
- Gouges or other damages to wall (per hole) \$10
- Keys not returned \$50/key
- Broken door locks/deadbolt, frame, chain \$50
- Repaint walls \$50/hour