

Rental Property Inventory and Condition Form

Inventory and condition form concerning the property at:

Complete the move-in section of this form and return it to your Landlord within the time required by your lease. 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 accordance with your lease. You and your Landlord may also use this form upon move-out. Keep a copy for your records. Note any defects in the items listed below.

<u>A. Exterior Items</u>	<u>Move-In Comments</u>	<u>Move-Out Comments</u>
Mailbox	_____	_____
Fences & Gates	_____	_____
Pool/Spa & Equip.	_____	_____
Lawn, Trees & Shrubs	_____	_____
Roof & Gutters	_____	_____
Siding & Paint Drive	_____	_____
Front Door	_____	_____
Door Knob & Lock	_____	_____
Weatherstripping	_____	_____
Light/Bulb	_____	_____
Door Bell	_____	_____
Back Door	_____	_____
Door Knob & Lock	_____	_____
Weatherstripping	_____	_____
Door Light/Bulb	_____	_____
Patio Door	_____	_____
Door Knob & Lock	_____	_____
Weatherstripping	_____	_____
Door Light/Bulb	_____	_____
Water Shut-Off Valve Located? <input type="checkbox"/> yes <input type="checkbox"/> no		
Other	_____	_____

<u>B. Garage</u>	<u>Move-In Comments</u>	<u>Move-Out Comments</u>
Ceilings & Walls	_____	_____
Floor	_____	_____
Auto Door Opener	_____	_____
Safety Reversal	_____	_____
Remotes	_____	_____
Garage Doors	_____	_____
Exterior Doors & Stops	_____	_____
Storage Room	_____	_____
Other	_____	_____

<u>C. Entry</u>	<u>Move-In Comments</u>	<u>Move-Out Comments</u>
Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____

Flooring	_____	_____
Light Fixtures	_____	_____
Windows & Screens	_____	_____
Widow Latches	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets	_____	_____
Other	_____	_____

D. Living Room

Move-In Comments

Move-Out Comments

Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____
Flooring	_____	_____
Lights & Ceiling Fans	_____	_____
Windows & Screens	_____	_____
Widow Latches	_____	_____
Drapes/Blinds/Shutters	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets	_____	_____
Fireplace	_____	_____
Other	_____	_____

E. Dining Room

Move-In Comments

Move-Out Comments

Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____
Flooring	_____	_____
Lights & Ceiling Fans	_____	_____
Windows & Screens	_____	_____
Widow Latches	_____	_____
Drapes/Blinds/Shutters	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets	_____	_____
Other	_____	_____

F. Kitchen & Breakfast

Move-In Comments

Move-Out Comments

Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____
Flooring	_____	_____
Lights & Ceiling Fans	_____	_____
Windows & Screens	_____	_____
Widow Latches	_____	_____
Drapes/Blinds/Shutters	_____	_____
Plugs & Switches	_____	_____
Pantry & Shelves	_____	_____
Cabinets & Handles	_____	_____
Drawers & Handles	_____	_____
Countertops	_____	_____

Range	_____	_____
Oven	_____	_____
Racks	_____	_____
Knobs	_____	_____
Broiler	_____	_____
Vent Hood	_____	_____
Light & Fan	_____	_____
Filter	_____	_____
Garbage Disposer	_____	_____
Sink & Faucet	_____	_____
Dishwasher	_____	_____
Silver Basket	_____	_____
Soap Dispenser	_____	_____
Racks	_____	_____
Refrigerator	_____	_____
Ice Trays	_____	_____
Shelves & Drawers	_____	_____
Butter Tray	_____	_____
Light & Bulb	_____	_____
Other	_____	_____

G. Halls

Move-In Comments

Move-Out Comments

Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____
Flooring	_____	_____
Light Fixtures	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets	_____	_____
Other	_____	_____

H. Family Room

Move-In Comments

Move-Out Comments

Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____
Flooring	_____	_____
Lights & Ceiling Fans	_____	_____
Windows & Screens	_____	_____
Widow Latches	_____	_____
Drapes/Blinds/Shutters	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets	_____	_____
Fireplace Other	_____	_____

I. Master Bedroom (1)

Move-In Comments

Move-Out Comments

Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____
Flooring	_____	_____
Lights & Ceiling Fans	_____	_____

Windows & Screens _____
 Widow Latches _____
 Drapes/Blinds/Shutters _____
 Plugs & Switches _____
 Closet Shelves & Rods _____
 Cabinets _____
 Other _____

J. Master Bathroom (1)

Move-In Comments

Move-Out Comments

Ceiling & Walls _____
 Paint & Wallpaper _____
 Doors & Door Stops _____
 Door Locks & Knobs _____
 Flooring _____
 Light Fixtures _____
 Windows & Screens _____
 Widow Latches _____
 Drapes/Blinds/Shutters _____
 Plugs & Switches _____
 Closet Shelves & Rods _____
 Cabinets & Handles _____
 Countertops _____
 Sinks & Faucets _____
 Tub/Shower & Faucets _____
 Toilet _____
 Heaters/Exhaust Fans _____
 Towel Fixtures _____
 Other _____

K. Bedroom (2)

Move-In Comments

Move-Out Comments

Ceiling & Walls _____
 Paint & Wallpaper _____
 Doors & Door Stops _____
 Door Locks & Knobs _____
 Flooring _____
 Lights & Ceiling Fans _____
 Windows & Screens _____
 Widow Latches _____
 Drapes/Blinds/Shutters _____
 Plugs & Switches _____
 Closet Shelves & Rods _____
 Cabinets _____
 Other _____

L. Bedroom (3)

Move-In Comments

Move-Out Comments

Ceiling & Walls _____
 Paint & Wallpaper _____
 Doors & Door Stops _____
 Door Locks & Knobs _____
 Flooring _____
 Lights & Ceiling Fans _____
 Windows & Screens _____
 Widow Latches _____
 Drapes/Blinds/Shutters _____
 Plugs & Switches _____

Closet Shelves & Rods
Cabinets
Other

M. Bedroom (4)

Move-In Comments

Move-Out Comments

Ceiling & Walls
Paint & Wallpaper
Doors & Door Stops
Door Locks & Knobs
Flooring
Lights & Ceiling Fans
Windows & Screens
Widow Latches
Drapes/Blinds/Shutters
Plugs & Switches
Closet Shelves & Rods
Cabinets
Other

N. Bathroom (2)

Move-In Comments

Move-Out Comments

Ceiling & Walls
Paint & Wallpaper
Doors & Door Stops
Door Locks & Knobs
Flooring
Light Fixtures
Windows & Screens
Widow Latches
Drapes/Blinds/Shutters
Plugs & Switches
Closet Shelves & Rods
Cabinets & Handles
Countertops
Sinks & Faucets
Tub/Shower & Faucets
Toilet
Heaters/Exhaust Fans
Towel Fixtures
Other

N. Bathroom (3)

Move-In Comments

Move-Out Comments

Ceiling & Walls
Paint & Wallpaper
Doors & Door Stops
Door Locks & Knobs
Flooring
Light Fixtures
Windows & Screens
Widow Latches
Drapes/Blinds/Shutters
Plugs & Switches
Closet Shelves & Rods
Cabinets & Handles
Countertops
Sinks & Faucets

Tub/Shower & Faucets	_____	_____
Toilet	_____	_____
Heaters/Exhaust Fans	_____	_____
Towel Fixtures	_____	_____
Other	_____	_____

P. Utility Room

Move-In Comments

Move-Out Comments

Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____
Flooring	_____	_____
Light Fixtures	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets & Handles	_____	_____
Countertops	_____	_____
Sinks & Faucets	_____	_____
Washer & Dryer	_____	_____
W&D Connections	_____	_____
Other	_____	_____

Q. Other

Move-In Comments

Move-Out Comments

Central A/C & Heat	_____	_____
Filter	_____	_____
Thermostat	_____	_____
Window A/C Units	_____	_____
Space or Wall Heaters	_____	_____
Water Heater	_____	_____
Water Softener	_____	_____
Smoke Detectors	_____	_____
Security System	_____	_____
Other	_____	_____

R. Number of Keys:

Received Returned

Received Returned

Door keys:	_____	_____	Garage Door Openers:	_____	_____
Mailbox keys:	_____	_____	Laundry Room Keys:	_____	_____
Security Cards:	_____	_____	Recreational Facilities Keys:	_____	_____

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

Please note that this document is for reference purposes. You may wish to check with your local landlord association or obtain legal advice to make sure information is appropriate for your state.