

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 within the first week of moving in your apartment. 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 may also use this form upon move-out. Keep a copy for your records. Note any defects in the items listed below.

A. Exterior Items Move-In Comments Move-Out Comments

Mailbox	<hr/>	
Fence & Gate	<hr/>	
Driveway	<hr/>	
Front Door	<hr/>	
Door Knob & Lock	<hr/>	
Weather-stripping and Threshold	<hr/>	
Light/Bulbs	<hr/>	
Door Bell	<hr/>	
Back Door	<hr/>	
Door Knob & Lock	<hr/>	
Weather-stripping and Threshold	<hr/>	
Door Light/Bulb	<hr/>	

B. Living Room Move-In Comments Move-Out Comments

Ceiling & Walls	<hr/>	
Paint	<hr/>	
Door & Door Stop	<hr/>	
Door Lock & Knob	<hr/>	
Flooring	<hr/>	
Lights & Ceiling Fan	<hr/>	
Window	<hr/>	
Window Latches	<hr/>	
Blinds & Clips	<hr/>	

Plugs & Switches _____

C. Dining Room _____
Ceiling & Walls _____

Move-In Comments

Move-Out Comments

Paint _____

Flooring _____

Lights _____

Window _____

Window Latches _____

Blinds & Clips _____

Plugs & Switches _____

Telephone Box _____

D. Kitchen _____
Ceiling & Walls _____

Move-In Comments

Move-Out Comments

Paint _____

Doors & Door Stops _____

Door Lock & Knob _____

Flooring _____

Lights & Ceiling Fan _____

Windows _____

Window Latches _____

Blinds & Clips _____

Plugs & Switches _____

Pantry & Shelves _____

Cabinets & Handles _____

Drawers & Handles _____

Countertops _____

Range _____

Oven _____

Racks	_____
Knobs	_____
Broiler	_____
Light	_____
Garbage Disposer	_____
Sink / Faucet/Stopper	_____
Dishwasher	_____
Silver Basket	_____
Soap Dispenser	_____
Racks	_____
Refrigerator	_____
Ice Trays & Ice Maker	_____
Shelves & Drawers	_____
Butter Tray & Cover	_____
Light & Bulb	_____
Kitchen Door and Push Plate	_____

E. <u>Halls</u>	<u>Move-In Comments</u>	<u>Move-Out Comments</u>
Ceiling & Walls	_____	
Paint	_____	
Flooring	_____	
Light Fixtures	_____	
Plugs & Switches	_____	
Cabinet Shelves	_____	
Cabinet Doors	_____	

F. <u>Bedroom (1)</u>	<u>Move-In Comments</u>	<u>Move-Out Comments</u>
Ceiling & Walls	_____	
Paint	_____	

Doors & Door Stops	_____
Door Locks & Knobs	_____
Flooring	_____
Lights & Ceiling Fan	_____
Windows	_____
Window Latches	_____
Blinds & Clips	_____
Plugs & Switches	_____
Closet Shelve & Rod	_____

G. Bathroom	<u>Move-In Comments</u>	<u>Move-Out Comments</u>
Ceiling & Walls	_____	
Paint	_____	
Door & Door Stop	_____	
Door Lock & Knobs	_____	
Flooring	_____	
Light Fixtures	_____	
Windows	_____	
Window Latch	_____	
Blinds & Clips	_____	
Plugs & Switches	_____	
Closet Shelves	_____	
Cabinets & Handles	_____	
Countertops	_____	
Sinks & Faucets	_____	
Tub/Shower & Faucets	_____	
Toilet	_____	
Heaters/Exhaust Fans	_____	

Towel Fixtures _____

Shower Curtain Rod _____

H. Bedroom (2)
Ceiling & Walls

Move-In Comments

Move-Out Comments

Paint _____

Doors & Door Stops _____

Door Locks & Knobs _____

Flooring _____

Lights & Ceiling Fan _____

Windows _____

Window Latches _____

Blinds and Clips _____

Plugs & Switches _____

Closet Shelve & Rod _____

I. Utility Room
Ceiling & Walls

Move-In Comments

Move-Out Comments

Paint _____

Door & Door Stop _____

Door Locks & Knob _____

Flooring _____

Light Fixture _____

Plugs & Switches _____

Shelves _____

Washer & Dryer _____

W&D Connections _____

Blinds and Clips _____

Windows _____

J. Other Move-In Comments Move-Out Comments

Central A/C & Heat _____

Filter _____

Thermostat _____

Return Air Grid _____

Smoke Detectors _____

Security System Panels _____

Security Car Key Chains _____

Pull Chains and Fans _____

Garbage Can and Lid _____

Porches (3) _____

K. Number of Keys: Received Returned

Door keys: _____

Mailbox keys: _____

Security Key Chains: _____

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

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