Move-In / Move-Out Checklist

Record the condition of a rental on the day you move in, then again on the day you move out.

PROPERTY ADDRESS | UNIT | TENANT NAME(S)

LANDLORD / AGENT | MOVE-IN DATE | MOVE-OUT DATE

AREA / ITEM	CONDITION AT MOVE-IN	CONDITION AT MOVE-OUT
Entry, hallways and stairs		
Living room: walls, ceiling, paint		
Floors and carpets		
Windows, screens and blinds		
Doors, locks and handles		
Lights, switches and outlets		
Kitchen: appliances		
Kitchen: cabinets, counters, sink		
Bathroom: toilet, tub, shower		
Bathroom: sink, mirror, fan		
Bedroom 1		
Bedroom 2		
Closets and storage		
Heating and air conditioning		
Smoke and CO alarms		
Outdoor: yard, balcony, garage		

KEYS HANDED OVER | KEYS RETURNED | METER READINGS AT MOVE-IN | METER READINGS AT MOVE-OUT

TENANT SIGNATURE (MOVE-IN) | DATE | LANDLORD SIGNATURE (MOVE-IN) | DATE

TENANT SIGNATURE (MOVE-OUT) | DATE | LANDLORD SIGNATURE (MOVE-OUT) | DATE