

## MOVE-IN /MOVE-OUT INSPECTION FORM

The "Uniform Residential Landlord and Tenant Act" contains certain requirements which a landlord must meet in order to retain any portion of a Tenant's deposit. First, a Landlord must notify Tenants of the bank account number in which the deposit is kept. Second, a Landlord must provide Tenants with a listing of any damage to the property when asking a Tenant to pay a deposit and an updated listing when the Tenant moves out. The following form can be used for both purposes.

**Property**

1340 RC    1348 RC    1356 RC    145 VA    165 VA    535 SU  
 127 G    140 G    159 G    160 G    171 G    135 T    145 T    178 L    805 P    330 R

**Apt #** \_\_\_\_\_

<b>BEDROOM #1</b>	Move in		Move out		Comments
	Dirty or	Damage?	Dirty or	Damage?	
Walls	Yes	No	Yes	No	
Ceiling	Yes	No	Yes	No	
Rugs / Carpet	Yes	No	Yes	No	
Light Fixtures	Yes	No	Yes	No	
Windows	Yes	No	Yes	No	
Screens	Yes	No	Yes	No	
Other	Yes	No	Yes	No	

<b>BEDROOM #2</b>	Move in		Move out		Comments
	Dirty or	Damage?	Dirty or	Damage?	
Walls	Yes	No	Yes	No	
Ceiling	Yes	No	Yes	No	
Rugs / Carpet	Yes	No	Yes	No	
Light Fixtures	Yes	No	Yes	No	
Windows	Yes	No	Yes	No	
Screens	Yes	No	Yes	No	
Other	Yes	No	Yes	No	

<b>BEDROOM #3</b>	Move in		Move out		Comments
	Dirty or	Damage?	Dirty or	Damage?	
Walls	Yes	No	Yes	No	
Ceiling	Yes	No	Yes	No	
Rugs / Carpet	Yes	No	Yes	No	
Light Fixtures	Yes	No	Yes	No	
Windows	Yes	No	Yes	No	
Screens	Yes	No	Yes	No	
Other	Yes	No	Yes	No	

<b>LIVING ROOM</b>	Move in		Move out		Comments
	Dirty or	Damage?	Dirty or	Damage?	
Walls	Yes	No	Yes	No	
Ceiling	Yes	No	Yes	No	
Rugs / Carpet	Yes	No	Yes	No	
Light Fixtures	Yes	No	Yes	No	
Windows	Yes	No	Yes	No	
Screens	Yes	No	Yes	No	
Other	Yes	No	Yes	No	

<b>KITCHEN</b>	Move in		Move out		Comments
	Dirty	Damage?	Dirty	Damage?	
Stove / Oven	Yes	No	Yes	No	
Refrigerator / Freezer	Yes	No	Yes	No	
Dishwasher	Yes	No	Yes	No	
Garbage Disposal	Yes	No	Yes	No	
Sink	Yes	No	Yes	No	
Counter top	Yes	No	Yes	No	
Light Fixtures	Yes	No	Yes	No	
Walls	Yes	No	Yes	No	
Ceiling	Yes	No	Yes	No	
Floor	Yes	No	Yes	No	
Windows	Yes	No	Yes	No	
Screens	Yes	No	Yes	No	
Other	Yes	No	Yes	No	

<b>BATHROOM #1</b>	Move in		Move out		Comments
	Dirty	Damage?	Dirty	Damage?	
Sink	Yes	No	Yes	No	
Counter top	Yes	No	Yes	No	
Tub	Yes	No	Yes	No	
Shower	Yes	No	Yes	No	
Toilet	Yes	No	Yes	No	
Toilet seat	Yes	No	Yes	No	
Cabinets	Yes	No	Yes	No	
Mirror	Yes	No	Yes	No	
Floor	Yes	No	Yes	No	
Walls	Yes	No	Yes	No	
Ceiling	Yes	No	Yes	No	
Other	Yes	No	Yes	No	

<b>BATHROOM #2</b>	Move in		Move out		Comments
	Dirty	Damage?	Dirty	Damage?	
Sink	Yes	No	Yes	No	
Counter top	Yes	No	Yes	No	
Tub	Yes	No	Yes	No	
Shower	Yes	No	Yes	No	
Toilet	Yes	No	Yes	No	
Toilet seat	Yes	No	Yes	No	
Cabinets	Yes	No	Yes	No	
Mirror	Yes	No	Yes	No	
Floor	Yes	No	Yes	No	
Walls	Yes	No	Yes	No	
Ceiling	Yes	No	Yes	No	
Other	Yes	No	Yes	No	
	Move in		Move out		

MISCELLANEOUS	Dirty or Damage?		Dirty or Damage?		Comments
	Yes	No	Yes	No	
Front Door	Yes	No	Yes	No	
Thermostat	Yes	No	Yes	No	
Heating / Air	Yes	No	Yes	No	
	Yes	No	Yes	No	
	Yes	No	Yes	No	

The above conditions circled "Yes" in the "Move in, Dirty / Damage" column to the left were in existence on the date that the Tenant moved in and were not caused by the Tenant. When the Tenant moves out, the Landlord may inspect the premises with the Tenant and any additional damages which were caused by the Tenant shall be deducted from the deposit.

**General comments**

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**MOVE IN**

\_\_\_\_\_  
Landlord                      Date

\_\_\_\_\_  
Tenant                                      Date

\_\_\_\_\_  
Tenant                                      Date

**MOVE OUT**

\_\_\_\_\_  
Landlord                      Date

\_\_\_\_\_  
Tenant                                      Date

\_\_\_\_\_  
Tenant                                      Date