## **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 can be used for both purposes.

## Property

Apt #

	Move i	n	Move out		
BEDROOM #1	Dirty or Dam	age?	Dirty or Damage?		Comments
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	

	Move in		Move out		
BEDROOM #2	Dirty or Dam	nage?	Dirty or Damage?		Comments
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	

	Move	in	Move o	out	
BEDROOM #3	Dirty or Dan	nage?	Dirty or Dan	nage?	Comments
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	

	Move in		Move out		
LIVING ROOM	Dirty or Dan	nage?	Dirty or Damage?		Comments
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	

	Move i		Move o		•
KITCHEN	Dirty or Dam	age?	Dirty or Dam	nage?	Comments
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	

	Move i	n	Move o	out	
BATHROOM #1	Dirty or Dam	age?	Dirty or Dan	nage?	Comments
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 o	ut	
BATHROOM #2	Dirty or Damag	e?	Dirty or Dam	age?	Comments
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 in		ut	

MISCELLANEOUS	Dirty or Dama	age?	Dirty or Dan	nage?	Comments
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:**

	Μ	OVE IN	
Landlord	Date	Tenant	Date
		Tenant	Date
	МС	OVE OUT	
Landlord	Date	Tenant	Date
		Tenant	Date