

# Move-In Inspection Checklist

Tenant Name: \_\_\_\_\_ Move-In Date: \_\_\_\_\_  
 Property Address: \_\_\_\_\_ Inspection Date: \_\_\_\_\_  
 \_\_\_\_\_ Property Manager: \_\_\_\_\_

Please complete this checklist within **15-days** of your move-in and return via email to your property manager.

Condition Recording Key:

**M** - Missing, **S** - Scratched, **D** - Damaged, **B** - Broken, **R** - Repair/Replace, **W** - Water Damage, **L** - Leaking

Living Room	Condition
Baseboards	
Ceiling	
Ceiling Fan	
Doors	
Flooring	
Lighting	
Outlet/Switch	
Trim	
Walls	
Windows	

Dining Room	Condition
Baseboards	
Ceiling	
Ceiling Fan	
Doors	
Flooring	
Lighting	
Outlet/Switch	
Trim	
Walls	
Windows	

Kitchen	Condition
Baseboards	
Cabinetry	
Ceiling	
Counter	
Dishwasher	
Flooring	
Garbage Disposal	
GFCI Outlets	
Lighting	
Outlet/Switch	
Oven	
Refrigerator	
Sink	
Smoke Detectors	
Stove	
Trim	
Walls	
Windows	

**Notes:**

Bedroom #1	Condition
Baseboards	
Ceiling	
Closets	
Doors	
Flooring	
Lighting	
Outlet/Switch	
Trim	
Walls	
Windows	

Bedroom #2	Condition
Baseboards	
Ceiling	
Closets	
Doors	
Flooring	
Lighting	
Outlet/Switch	
Trim	
Walls	
Windows	

Bedroom #3	Condition
Baseboards	
Ceiling	
Closets	
Doors	
Flooring	
Lighting	
Outlet/Switch	
Trim	
Walls	
Windows	

**Notes:**

Bathroom #1	Condition
Baseboards	
Cabinetry	
Ceiling	
Counters	
Doors	
Flooring	
GFCI Outlet	
Lighting	
Mirror	
Outlet/Switch	
Sink	
Toilet	
Towel Hook	
Trim	
Tub/Shower	
Walls	
Windows	

Bathroom #2	Condition
Baseboards	
Cabinetry	
Ceiling	
Counters	
Doors	
Flooring	
GFCI Outlet	
Lighting	
Mirror	
Outlet/Switch	
Sink	
Toilet	
Towel Hook	
Trim	
Tub/Shower	
Walls	
Windows	

Bathroom #3	Condition
Baseboards	
Cabinetry	
Ceiling	
Counters	
Doors	
Flooring	
GFCI Outlet	
Lighting	
Mirror	
Outlet/Switch	
Sink	
Toilet	
Towel Hook	
Trim	
Tub/Shower	
Walls	
Windows	

**Notes:**

# Move-In Inspection Checklist - Continued

Tenant Name: \_\_\_\_\_  
 Property Address: \_\_\_\_\_

Move-In Date: \_\_\_\_\_  
 Inspection Date: \_\_\_\_\_  
 Property Manager: \_\_\_\_\_

**Please complete this checklist within 15-days of your move-in and return via email to your property manager.**

Condition Recording Key:

**M** - Missing, **S** - Scratched, **D** - Damaged, **B** - Broken, **R** - Repair/Replace, **W** - Water Damage, **L** - Leaking

Stairs	Condition
Baseboards	
Landing	
Lighting	
Railing	
Stair Treads	
Trim	
Walls	

Utilities	Condition
Air Conditioning	
Circuit Breakers	
Drainage	
Furnace	
Hot Water Heater	
Main Electrical Panel	
Water Pressure	

Hallways	Condition
Baseboards	
Ceiling	
Closets	
Flooring	
Lighting	
Outlet/Switch	
Skylights	
Trim	
Walls	

**Notes:**

Bonus Room	Condition
Baseboards	
Ceiling	
Ceiling Fan	
Doors	
Flooring	
Lighting	
Outlet/Switch	
Trim	
Walls	
Windows	

Basement	Condition
Baseboards	
Ceiling	
Doors	
Flooring	
Foundation	
Lighting	
Outlet/Switch	
Stairs	
Storage	
Sump Pump	
Trim	
Walls	
Washer/Dryer	
Windows	

Exterior	Condition
Back Door	
Deck/Patio	
Doorbell	
Driveway	
Front Door	
Garage Door	
Mailbox	
Outdoor Lighting	
Paint/Trim	
Parking	
Sidewalks	
Siding	
Trash/Receptacle	
Windows	

**Notes:**

The purpose of the 'Move-In Inspection Checklist' is to establish and document the condition of the home at move-in and document any damages at Lease inceptions. This "Move-in Inspection Checklist" will be used as a comparison to the move-out inspection and the conclusion of the lease to determine any tenant damages or wear and tear of the property. Documenting damage does not mean that these items will be repaired or replaced, but that the tenant will not be held responsible for such damage upon move-out.

Please note that a blank entry will serve as notice to Landlord that said property is OK and in good and working condition. Please use "N/A" if a particular item does not apply to your property. Please note that failure to submit this document within 10-days of your move-in will serve as notification that everything is in working order and there were no damages upon move-in.

Date: \_\_\_\_\_  
 Tenant Signature: \_\_\_\_\_  
 Tenant Signature: \_\_\_\_\_  
 Tenant Signature: \_\_\_\_\_

Date: \_\_\_\_\_  
 Landlord Signature: \_\_\_\_\_