

Detailed Move-In / Move-Out Inspection Document

This document is used to record the condition of the premises upon move-in and move-out. Both the tenant and landlord should inspect the property together and sign this document.

General Information

Property Address:

Tenant Name(s):

Landlord/Agent Name:

Move-In Inspection Date:

Move-Out Inspection Date:

Condition Codes

Use the following codes in the status columns: **New (N), Good (G), Fair (F), Poor (P), Dirty (D), Damaged (DM)**

Room-by-Room Inspection

1. Entry / Foyer

Area / Item	Move-In Status	Move-In Comments / Details	Move-Out Status	Move-Out Comments / Details
Door / Lock / Keys	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Flooring / Baseboards	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Walls / Ceiling	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Lighting / Switches	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

2. Living Room

Area / Item	Move-In Status	Move-In Comments / Details	Move-Out Status	Move-Out Comments / Details
Flooring / Carpet	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Walls / Trim / Baseboards	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Windows / Screens / Blinds	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Electrical Outlets / Switches	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Lighting Fixtures / Fans	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3. Kitchen

Area / Item	Move-In Status	Move-In Comments / Details	Move-Out Status	Move-Out Comments / Details
Stove / Oven / Range Hood	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Refrigerator / Freezer	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Dishwasher	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sink / Faucet / Disposal	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Counters / Cabinets / Drawers	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Flooring	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

4. Bathroom(s)

Area / Item	Move-In Status	Move-In Comments / Details	Move-Out Status	Move-Out Comments / Details
Toilet	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tub / Shower / Tiles	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sink / Faucet / Vanity	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mirror / Medicine Cabinet	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Exhaust Fan	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

5. Bedroom(s)

Area / Item	Move-In Status	Move-In Comments / Details	Move-Out Status	Move-Out Comments / Details
Flooring / Carpet	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Walls / Ceiling	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Closet / Doors / Shelves	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Windows / Screens	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Additional Comments

Move-In Notes:

Move-Out Notes:

Signatures and Acknowledgement

By signing below, the parties agree that the condition of the property is accurately represented in this document.

Move-In Signatures

Tenant Signature: Date:

Landlord Signature: Date:

Move-Out Signatures

Tenant Signature: Date:

Landlord Signature: Date: