

Joint Inspection and Security Deposit Return Form

This form is used to document the joint inspection of the premises upon move-out and to calculate the security deposit refund or outstanding balance due.

1. Tenancy and Property Information

Tenant Name(s):

Landlord/Agent Name:

Rental Property Address:

Move-In Date: Move-Out Date:

Inspection Date:

2. Joint Move-Out Inspection Checklist

Indicate condition (e.g., Clean, Damaged, Dirty) and estimated repair costs if applicable.

Area/Item	Condition at Move-Out	Estimated Repair/Cleaning Cost	Notes / Comments
Living Room (Walls, Floors, Windows)	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
Kitchen (Appliances, Cabinets, Counters)	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
Bathroom (Tub/Shower, Toilet, Sink, Tiles)	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
Bedroom 1 (Walls, Floors, Closet)	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
Bedroom 2 (Walls, Floors, Closet)	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
Hallways / Entryway	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>
Keys Returned (Fobs, Mailbox, Entry)	<input type="text" value="Yes/No/Quantity"/>	\$ <input type="text"/>	<input type="text"/>
Other (Storage, Balcony, etc.)	<input type="text"/>	\$ <input type="text"/>	<input type="text"/>

3. Security Deposit Statement and Calculation

Original Security Deposit Amount: \$

Plus: Interest Owed (if applicable): \$

Less: Cleaning Charges: \$

Less: Repair/Damage Charges: \$

Less: Outstanding Rent/Utilities: \$

Less: Other Deductions (Specify in notes): \$

Total Refund Amount (or Balance Due): \$

4. Forwarding Address for Deposit Return

Street Address:

City, State, Zip Code:

Phone Number:

Email Address:

5. Signatures and Acknowledgement

By signing below, the Landlord and Tenant acknowledge that they have jointly inspected the property and agree to the condition reported and the security deposit deductions calculated above.

Tenant Signature: Date:

Tenant Signature: Date:

Landlord/Agent Signature: Date: