



MOVE IN – MOVE OUT INSPECTION CHECKLIST

Complete this inventory checklist as soon as you sign the lease. Do not move anything into your new rental property until after you have filled this out. Take pictures of any damages, dents, marks, etc. You should keep the original copy for your records. We will also have it saved on your tenant portal.

	Condition on Arrival	Condition on Departure
Living Room		
Walls and Ceiling		
Floor Covering		
Windows (curtains, blinds, etc...)		
Doors		
Light Fixtures		
Baseboards/Moldings		
Other		
	Condition on Arrival	Condition on Departure
Kitchen		
Stove, Oven, Range, Hood, Broiler, Pans, Burners, etc...		
Floor Covering		
Windows (curtains, blinds, etc...)		
Doors		
Light Fixtures		
Cabinets/Drawers		
Counter Surfaces		
Sink, Garbage Disposal, Faucet		

Microwave Oven		
Refrigerator		
Dishwasher		
OTHER		
	Condition on Arrival	Condition on Departure
Bathroom		
Walls and Ceiling		
Floor Covering		
Windows (curtains, blinds, etc...)		
Doors		
Light Fixtures		
Cabinets/Drawers		
Counter Surfaces		
Sink and Faucet		
Toilet/Tissue Holder		
Shower and Tub		
Towel Racks		
Mirror/Medicine Cabinet		
Master Bedroom	Condition on Arrival	Condition on Departure
Walls and Ceiling		
Floor Covering		
Windows (curtains, blinds, etc...)		
Doors		
Light Fixtures		
Closets (Doors and tracks)		
Molding and Baseboards		
Other		
Bedroom	Condition on Arrival	Condition on Departure
Walls and Ceiling		

Floor Covering		
Windows (curtains, blinds, etc...)		
Doors		
Light Fixtures		
Closets (Doors and tracks)		
Molding and Baseboards		
Other		
EXTERIOR		
Doorbell/Knocker		
Mailbox (check lock)		
Yard, Patio, Deck		
External Doors and Locks		
Outside Lights		
Other		
	Condition on Arrival	Condition on Departure
ANYTHING ADDITIONAL		

Move – In Inventory Date _____

Move-Out Inventory Date_____

TENANT SIGNATURE - _____

TENANT SIGNATURE - _____

LEGACY AGENT SIGNATURE - _____