

Condition of Rental Property Checklist

Instructions: Both owner/agent and tenant should complete this checklist within three days after renant moves in, and again when tenant moves out. Both owner/agent and tenant should sign and receive a copy of the checklist after each inspection. In completing the Inventory Checklist, BE SPECIFIC, and check carefully. Among the things to look for are dust, dirt, grease, stains, damages, & wear. Cross out items which do not apply & add additional items as needed.

Tenant Name (Print) _____

Tenant Name (Print) _____

Tenant Name (Print) _____

Tenant Name (Print) _____

Tenant Name (Print) _____

PROPERTY ADDRESS: _____

Owner/Agent Name (Print) _____

ITEM	CONDITION ON ARRIVAL	CONDITION ON DEPARTURE
LIVING ROOM		
Floor & Floor Covering		
Walls & Ceiling		
Door(s)		
Door lock(s) & hardware		
Lighting Fixture(s)		
Window(s) & Screen(s)		
Window Covering(s)		
Smoke Detector		
Fireplace		
Other		
KITCHEN		
Floor & Floor Coverings		
Walls & Ceiling		
Door(s)		
Door lock(s) and hardware		
Window(s) & Screen(s)		
Window Covering(s)		
Light Fixture(s)		
Cabinets		
Counters		
Stove/Oven/Range hood		
Refrigerator		
Dishwasher		
Sink(s) & Plumbing		
Garbage Disposal		
Smoke Detector		
Other		

CONDITION OF RENTAL PROPERTY CHECKLIST CONTINUED

ITEM	CONDITION ON ARRIVAL	CONDITION ON DEPARTURE
DINING ROOM		
Floor & Floor Covering(s)		
Walls & Ceiling		
Light Fixture(s)		
Window(s) & Screen(s)		
Window Covering(s)		
Other		
BATHROOM #1		
Floors & Floor Covering(s)		
Walls & Ceilings		
Counters & Surfaces		
Window(s) & Screen(s)		
Window Covering(s)		
Sink & Plumbing		
Bathtub/Shower		
Toilet		
Light Fixture(s)		
Door(s)		
Door lock & hardware(s)		
Other		
BATHROOM #2		
Floor & Floor Covering(s)		
Walls & Ceiling		
Counters & Surfaces		
Window(s) & Screen(s)		
Window Covering(s)		
Sink & Plumbing		
Bathtub/Shower		
Toilet		
Light Fixture(s)		
Door(s)		
Door lock(s) & hardware		
Other		

CONDITION OF RENTAL PROPERTY CHECKLIST CONTINUED

ITEM	CONDITION ON ARRIVAL	CONDITION ON DEPARTURE
BEDROOM #1		
Floor & Floor Covering(s)		
Walls & Ceiling		
Window(s) & Screen(s)		
Window Covering(s)		
Closet(s), including doors & tracks		
Lighting Fixture(s)		
Smoke Detector		
Door(s)		
Door lock(s) & hardware		
Other		
BEDROOM #2		
Floor & Floor Covering(s)		
Walls & Ceiling		
Window(s) & Screen(s)		
Window Covering(s)		
Closet, including doors & tracks		
Lighting Fixtures		
Smoke Detector		
Door(s)		
Door lock(s) & hardware		
Other		
BEDROOM #3		
Floor & Floor Covering(s)		
Walls & Ceiling		
Window(s) & Screen(s)		
Window Covering(s)		
Closet, including doors & tracks		
Lighting Fixtures		
Smoke Detector		
Door(s)		
Door lock(s) & hardware		
Other		

CONDITION OF RENTAL PROPERTY CHECKLIST CONTINUED

ITEM	CONDITION ON ARRIVAL	CONDITION ON DEPARTURE
OTHER AREAS		
Heating System		
Air Conditioning		
Stair(s) & Hallway(s)		
Lawn(s) & Garden(s)		
Patio, Terrace, Deck, etc		
Parking Area(s)		
Other		
Other		
Other		
Other		
Other		
# of Keys Recieved:		

Tenants acknowledge that all smoke detectors and fire extinguishers were tested in their presence and found to be in working order, and that the testing procedure was explained to them. Tenants agree to test all detectors at least once a month and to report any problems to Landlord/Manager in writing. Tenants agree to replace all smoke detector batteries as necessary.

Comments: _____

MOVE-IN INSPECTION DATE: _____

MOVE-OUT INSPECTION DATE: _____

Owner/Agent Signature

Owner/Agent Signature

Tenant Signature

Tenant Signature

Tenant Signature

Tenant Signature

Tenant Signature

Tenant Signature

Tenant Signature

Tenant Signature

Tenant Signature

Tenant Signature