**Move In / Move Out Checklist**

Move In Date: Move Out Date:

1. Property Address

Address Line 1

Address Line 2

City

State

Zip code

1. Landlord Information (Yourself or Property Management Company)

Name:

Phone #:

Email:

Address Line 1

Address Line 2

City

State

Zip code

1. Tenant Contact Information

Name:

Phone #:

Email:

Address Line 1

Address Line 2

City

State

Zip code



**Move In / Move Out Checklist**

|  |  |  |  |
| --- | --- | --- | --- |
| **1.** | **Living Room** | **Living Room** | **Living Room** |
|  | **Move In** | **Move Out** | **Damage Cost** |
| Floors |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Ceiling |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Walls |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Windows/Screens |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Doors/Locks |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Smoke Detectors |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Light Fixtures |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |



|  |  |  |  |
| --- | --- | --- | --- |
| **2.** | **Kitchen** | **Kitchen** | **Kitchen Damage** |
|  | **Move In** | **Move Out** | **Cost** |
| Floors |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Ceiling |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Walls |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Windows/Screens |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Doors/Locks |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Smoke Detectors |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Light Fixtures |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Appliances |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |



|  |  |  |  |
| --- | --- | --- | --- |
| **3.** | **Dining Room** | **Dining Room** | **Dining Room** |
|  | **Move In** | **Move Out** | **Damage Cost** |
| Floors |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Ceiling |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Walls |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Windows/Screens |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Doors/Locks |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Smoke Detectors |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Light Fixtures |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |



|  |  |  |  |
| --- | --- | --- | --- |
| **4.** | **Bedrooms** | **Bedrooms** | **Bedrooms** |
|  | **Move In** | **Move Out** | **Damage Cost** |
| Floors |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Ceiling |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Walls |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Windows/Screens |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Doors/Locks |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Smoke Detectors |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Light Fixtures |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Appliances |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |



|  |  |  |  |
| --- | --- | --- | --- |
| **5.** | **Bathrooms** | **Bathrooms** | **Bathrooms** |
|  | **Move In** | **Move Out** | **Damage Cost** |
| Floors |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Ceiling |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Walls |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Windows/Screens |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Doors/Locks |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Smoke Detectors |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Light Fixtures |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Sink/Toilet/ |  |  |  |
| Vanity/Mirror |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Shower/Tub |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |



|  |  |  |  |
| --- | --- | --- | --- |
| **6.** | **Hallway** | **Hallway** | **Hallway** |
|  | **Move In** | **Move Out** | **Damage Cost** |
| Floors |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Ceiling |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Walls |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Windows/Screens |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Doors/Locks |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Smoke Detectors |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Light Fixtures |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |



|  |  |  |  |
| --- | --- | --- | --- |
| **7.** | **Other** | **Other** | **Other** |
|  | **Move In** | **Move Out** | **Damage Cost** |
| # of Tenant Keys |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Garage |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Outdoor Area |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Furniture |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Washer/Dryer |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |
| Front Door |  |  |  |
|  |  |  |  |
| Notes: |  |  |  |
|  |  |  |  |



|  |  |  |
| --- | --- | --- |
| Move In: | Landlord Signature | Date: |
|  |  |  |
|  | Tenant Signature | Date: |
|  |  |  |
| Move Out: | Landlord Signature | Date: |
|  |  |  |
|  | Tenant Signature | Date: |
|  |  |  |

