

# CONDITION OF RENTAL PROPERTY CHECKLIST

Every unit and each property is different. Each property checklist must be adjusted in order to accurately describe the individual property. For example a checklist for a fully furnished unit will be much more extensive than a non-furnished unit. It is in your best interest to be as specific as possible when preparing the property condition checklist.

Instructions: Tenants complete this checklist within 72 hours of moving in. Tenants and landlords (or manager) review property and completed checklist together and mutually agree on the condition of the property. Each party keeps a copy of signed checklist. This document is used again when moving out and when determining if any of the tenants deposit bond will be retained for cleaning or repairs after the move-out. **BE SPECIFIC AND DETAILED** when completing this document.

Tenant Name: \_\_\_\_\_

**Date of Move-Out Inspection:** \_\_\_\_\_

Property Address: \_\_\_\_\_

**Tenant Signature:** \_\_\_\_\_

Unit Number: \_\_\_\_\_

**Landlord Signature:** \_\_\_\_\_

Date of Move-In Inspection: \_\_\_\_\_

Tenant Signature: \_\_\_\_\_

Landlord Signature: \_\_\_\_\_

**CONDITION:**

P=Poor; G=Good; E=Excellent

Include detailed note of damage.

	MOVE-IN CONDITION	MOVE-OUT CONDITION
<b>LIVING ROOM</b>		
Floor		
Walls		
Ceiling		
Door		
Door Lock/Hardware		
Windows		
Window Lock		
Lighting Fixtures		
Outlet Covers		
Smoke Detector		
Heat		
Air Conditioning		
<b>DINING ROOM</b>		
Floor		
Walls		
Ceiling		
Door		

	MOVE-IN CONDITION	MOVE-OUT CONDITION
Door Lock/Hardware		
Windows		
Window Lock		
Lighting Fixtures		
Outlet Covers		
Smoke Detector		
Heater		
Air Conditioning		
<b>HALLWAYS</b>		
Floor		
Walls		
Ceiling		
Door		
Door Lock/Hardware		
Windows		
Window Lock		
Lighting Fixtures		
Outlet Covers		
Smoke Detector		
Heater		
Air Conditioning		
<b>BEDROOM</b>		
Floor		
Walls		
Ceiling		
Door		
Door Lock/Hardware		
Windows		
Window Lock		
Lighting Fixtures		
Outlet Covers		
Smoke Detector		
Heater		
Air Conditioning		

	MOVE-IN CONDITION	MOVE-OUT CONDITION
<b>KITCHEN</b>		
Floor		
Walls		
Ceiling		
Cabinets		
Drawers		
Cabinet/Drawer Hardware		
Counter		
Sink		
Plumbing		
Door		
Door Lock/Hardware		
Windows		
Window Lock		
Lighting Fixtures		
Outlet Covers		
Smoke Detector		
Heater		
Air Conditioning		
<b>REFRIGERATOR</b>		
Exterior		
Interior		
Light		
Ice Maker		
<b>STOVE/OVEN</b>		
Exterior		
Interior		
Burners		
Vent		
Knobs		
Light		
<b>DISHWASHER</b>		
Exterior		
Interior		

	MOVE-IN CONDITION	MOVE-OUT CONDITION
<b>BATHROOM (S)</b>		
Floor		
Walls		
Ceiling		
Shower		
Tub		
Tub Caulking		
Toilet Bowl		
Toilet Seat		
Vanity		
Sink		
Plumbing		
Mirror		
Lighting Fixtures		
Faucets		
Windows		
Door		
Door Hardware/Lock		
<b>ENTRANCE</b>		
Railing		
Steps		
<b>LAUNDRY ROOM</b>		
Washer		
Dryer		

By signing this document, the landlord and the tenant are agreeing to the condition of the rental property, except for any discrepancies noted. The tenant acknowledges that damage done to the unit, in excess of normal wear and tear, can result in deductions being taken from the tenant's security deposit. Please note each state has official condition report checklists. If you prefer, download and use the official / legal document instead.