

OFF-CAMPUS INVENTORY CHECKLIST

HAVE	MOVE IN COMMENTS	ITEMS	MOVE OUT COMMENTS
		KITCHEN	
		Sink	
		Floor Covering	
		Walls/Paint/Ceiling	
		Light Fixtures	
		Cabinets	
		Counter surfaces	
		Refrigerator	
		Stove & Oven, Range Hood	
		Garbage Disposal	
		Dishwasher	
		Microwave	
		Table & chairs	
		Doors & hardware	
		Windows	
		~ shades/blinds	
		~ screens	

		LIVING ROOM	
		Floor Covering	
		Walls/Paint/Ceiling	
		Light Fixtures	
		Doors & Hardware	
		Windows	
		~ shades / blinds	
		~ screens	
		Lamp(s)	
		End Tables	
		Coffee Table	
		Sofa	
		Chairs	
		Other (specify)	

		BEDROOM #1	
		Floor Covering	
		Walls/Paint/Ceiling	
		Closet (including doors & tracks)	
		Windows	
		~ shades/blinds	
		~ screens	
		Doors & Hardware	

		Desk(s) and Chair(s)	
		Dresser(s)	
		Bed(s)	
		Night Stand(s)	
		Light Fixtures	
		Lamp(s)	
		Bookshelves	
		Other (specify)	

		BEDROOM #2	
		Floor Covering	
		Walls/Paint/Ceiling	
		Closet (including doors & tracks)	
		Windows	
		~ shades/blinds	
		~ screens	
		Doors & Hardware	
		Desk(s) and Chair(s)	
		Dresser(s)	
		Bed(s)	
		Night Stand(s)	
		Light Fixtures	
		Lamp(s)	
		Bookshelves	
		Other (specify)	

		BEDROOM #3	
		Floor Covering	
		Walls/Paint/Ceiling	
		Closet (including doors & tracks)	
		Windows	
		~ shades/blinds	
		~ screens	
		Doors & Hardware	
		Desk(s) and Chair(s)	
		Dresser(s)	
		Bed(s)	
		Night Stand(s)	
		Light Fixtures	
		Lamp(s)	
		Bookshelves	
		Other (specify)	
		Bookshelves	
		Other (specify)	

		BEDROOM #4	
		Floor Covering	
		Walls/Paint/Ceiling	
		Closet (including doors & tracks)	
		Windows	
		~ shades/blinds	
		~ screens	
		Doors & Hardware	
		Desk(s) and Chair(s)	
		Dresser(s)	
		Bed(s)	
		Night Stand(s)	
		Light Fixtures	
		Lamp(s)	
		Bookshelves	
		Other (specify)	
		Bookshelves	
		Other (specify)	

		BATHROOM #1	
		Floor Covering	
		Walls/Paint/Ceiling	
		Shower and Tub	
		- walls	
		- shower curtain	
		Sink	
		Windows	
		~ shades/blinds	
		~ screens	
		Doors & Hardware	
		Toilet	
		Toilet Paper Holder	
		Plumbing Fixtures	
		Fan	
		Cabinets	
		Mirror	
		Towel Racks	
		Light Fixtures	
		Other (specify)	

		BATHROOM #2	
		Floor Covering	
		Walls/Paint/Ceiling	
		Shower and Tub	
		- walls	
		- shower curtain	
		Sink	
		Windows	
		~ shades/blinds	
		~ screens	
		Doors & Hardware	
		Toilet	
		Toilet Paper Holder	
		Plumbing Fixtures	
		Fan	
		Cabinets	
		Mirror	
		Towel Racks	
		Light Fixtures	
		Other (specify)	

		HALLWAYS OR OTHER AREAS	
		Floor Covering	
		Walls/Paint/Ceiling	
		Light Fixtures	
		Closets (doors)	
		Air Conditioner(s) Filter	
		Heater Filter	
		Doorbell/Knocker	
		Screen Door(s)	
		Outside Light(s)	
		Deck	
		Smoke Detectors	
		Keys (apartment, mailbox)	
		Other (specify)	

Move In Date: _____
 Signature of Tenent _____
 Signature of Landlord _____

Move Out Date: _____
 Signature of Tenent _____
 Signature of Landlord _____