This is only a guide. If items do not apply to your unit, either leave them blank or write NA. Also, if items in your unit are not on this form, please still document them as well. Be as detailed as possible and check everything. Pictures are STRONGLY encouraged.

Property:	
Resident(s):	
Date of Check-in:	Date of Check-out:
Tenant Phone/email:	
DOOM	CHIECK INJOHE COMMENTE
ROOM	CHECK-IN/OUT COMMENTS
Living Room:	
Doors/Locks/Screens	
Electrical Fixtures/Lights	
Fireplace	
Floors (Tile/Wood)	
Carpet/Baseboards	
Sliding Glass Door/Blinds	
Walls and Ceiling	
Windows/Screens/Blinds	
Closet	
Thermostat	
Registers/Vent Covers/AC	
DOOM	CHECK INJOUR COMMENTS
ROOM Family Room:	CHECK-IN/OUT COMMENTS
Doors/Locks/Screens	
Electrical Fixtures/Lights	
Fireplace	
Floors (Tile/Wood)	
Carpet/Baseboards	
Sliding Glass Door/Blinds	
Walls and Ceiling	
Windows/Screens/Blinds	
Closet	
Thermostat	
Registers/Vent Covers/AC	
ROOM	CHECK-IN/OUT COMMENTS
Dining Room:	
Doors/Locks/Screens	
Electrical Fixtures/Lights	
Fireplace	
Floors (Tile/Wood)	
Carpet/Baseboards	
Sliding Glass Door/Blinds	
Walls and Ceiling	

ROOM	CHECK-IN/OUT COMMENTS
Hallways and Stairways:	
Closet	
Electrical Fixtures/Lights	
Floors/Carpet	
Walls	
Stairs/Carpeting	
Stairs-Railings/Walls	
Smoke Detector	
Registers/Vent Covers/AC	

Registers/Vent Covers/AC	
Registers/ vent covers/Ac	
ROOM	CHECK-IN/OUT COMMENTS
Kitchen:	
Range:	
Surface Areas/Handles	
Burners/Knobs	
Drip Pans	
Oven and Racks	
Broiler Pan and Racks	
Range Drawer	
Exhaust Fan/Microwave	
Refrigerator:	
Surface Areas/Handles	
Interior Areas	
Freezer	
General:	
Cabinets/Shelves	
Counters/Drawers	
Sink/Disposal/Hose	
Dishwasher	
Walls and Ceiling	
Windows Screens Blinds	
Floor and Baseboards	
Doors and Locks	
Outlets/GFI	
Lights/Switch	
Closet	
Registers/Vent Covers/AC	
Smoke Detector	
ROOM	CHECK-IN/OUT COMMENTS
Bedroom #1	
Doors and Locks	
Closets	
Light Fixtures/Switch	
Electrical Outlets/Jacks	
Floors/Baseboards/Carpet	
Walls and Ceiling	
Window/Covering/Screen	

Registers/Vent Covers/AC	
Smoke Detector	
ROOM	CHECK-IN/OUT COMMENTS
Bedroom #2	
Doors and Locks	
Closets	
ight Fixtures/Switch	
lectrical Outlets/Jacks	
loors/Baseboards/Carpet	
Valls and Ceiling	
Vindow/Covering/Screen	
egisters/Vent Covers/AC	
noke Detector	
D0074	CANDON AND COLOR FINANCIA
ROOM	CHECK-IN/OUT COMMENTS
Sedroom #3	
oors and Locks	
losets	
ight Fixtures/Switch	
lectrical Outlets/Jacks	
loors/Baseboards/Carpet	
Valls and Ceiling	
/indow/Covering/Screen	
egisters/Vent Covers/AC	
moke Detector	
ROOM	CHECK-IN/OUT COMMENTS
nthroom #1	
athtub	
eramic Tile/Surround	
oilet Bowl/Base/Tank	
nk/Drain/Plug/Faucet	
irror/Medicine Cabinet	
anity Inside and Out	
ght Fixture/Outlets/GFI	
oor and Baseboards	
alls and Ceiling	
indows and Screens	
owel Bars	
xhaust Fan	
egisters/Vent Covers/AC	
oors	
loset/Cupboard	
DOOM	
ROOM athroom #2	CHECK-IN/OUT COMMENTS
athtub	
eramic Tile/Surround	
oilet Bowl/Base/Tank	
Sink/Drain/Plug/Faucet	

Mirror/Medicine Cabinet	
Vanity Inside and Out	
Light Fixture/Outlets/GFI	
Floor and Baseboards	
Walls and Ceiling	
Windows and Screens	
Towel Bars	
Exhaust Fan	
Registers/Vent Covers/AC	
Doors	
Closet/Cupboard	
ROOM	CHECK-IN/OUT COMMENTS
Bathroom #3	
Bathtub	
Ceramic Tile/Surround	
Toilet Bowl/Base/Tank	
Sink/Drain/Plug/Faucet	
Mirror/Medicine Cabinet	
Vanity Inside and Out	
Light Fixture/Outlets/GFI	
Floor and Baseboards	
Walls and Ceiling	
Windows and Screens	
Towel Bars	
Exhaust Fan	
Registers/Vent Covers/AC	
registers/ vent covers/11c	
Doors	
Doors Closet/Cupboard	
Doors Closet/Cupboard ROOM	CHECK-IN/OUT COMMENTS
Doors Closet/Cupboard ROOM Bathroom #4	CHECK-IN/OUT COMMENTS
Doors Closet/Cupboard ROOM Bathroom #4 Bathtub	CHECK-IN/OUT COMMENTS
Doors Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround	CHECK-IN/OUT COMMENTS
Doors Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank	CHECK-IN/OUT COMMENTS
Doors Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank Sink/Drain/Plug/Faucet	CHECK-IN/OUT COMMENTS
Doors Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank Sink/Drain/Plug/Faucet Mirror/Medicine Cabinet	CHECK-IN/OUT COMMENTS
Doors Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank Sink/Drain/Plug/Faucet Mirror/Medicine Cabinet Vanity Inside and Out	CHECK-IN/OUT COMMENTS
Doors Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank Sink/Drain/Plug/Faucet Mirror/Medicine Cabinet Vanity Inside and Out Light Fixture/Outlets/GFI	CHECK-IN/OUT COMMENTS
Doors Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank Sink/Drain/Plug/Faucet Mirror/Medicine Cabinet Vanity Inside and Out Light Fixture/Outlets/GFI Floor and Baseboards	CHECK-IN/OUT COMMENTS
Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank Sink/Drain/Plug/Faucet Mirror/Medicine Cabinet Vanity Inside and Out Light Fixture/Outlets/GFI Floor and Baseboards Walls and Ceiling	CHECK-IN/OUT COMMENTS
Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank Sink/Drain/Plug/Faucet Mirror/Medicine Cabinet Vanity Inside and Out Light Fixture/Outlets/GFI Floor and Baseboards Walls and Ceiling Windows and Screens	CHECK-IN/OUT COMMENTS
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Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank Sink/Drain/Plug/Faucet Mirror/Medicine Cabinet Vanity Inside and Out Light Fixture/Outlets/GFI Floor and Baseboards Walls and Ceiling Windows and Screens Towel Bars Exhaust Fan	CHECK-IN/OUT COMMENTS
Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank Sink/Drain/Plug/Faucet Mirror/Medicine Cabinet Vanity Inside and Out Light Fixture/Outlets/GFI Floor and Baseboards Walls and Ceiling Windows and Screens Towel Bars Exhaust Fan Registers/Vent Covers/AC	CHECK-IN/OUT COMMENTS
Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank Sink/Drain/Plug/Faucet Mirror/Medicine Cabinet Vanity Inside and Out Light Fixture/Outlets/GFI Floor and Baseboards Walls and Ceiling Windows and Screens Towel Bars Exhaust Fan Registers/Vent Covers/AC Doors	CHECK-IN/OUT COMMENTS
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Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank Sink/Drain/Plug/Faucet Mirror/Medicine Cabinet Vanity Inside and Out Light Fixture/Outlets/GFI Floor and Baseboards Walls and Ceiling Windows and Screens Towel Bars Exhaust Fan Registers/Vent Covers/AC Doors Closet/Cupboard ROOM General:	
Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank Sink/Drain/Plug/Faucet Mirror/Medicine Cabinet Vanity Inside and Out Light Fixture/Outlets/GFI Floor and Baseboards Walls and Ceiling Windows and Screens Towel Bars Exhaust Fan Registers/Vent Covers/AC Doors Closet/Cupboard ROOM General: Storage Closets	
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Closet/Cupboard ROOM Bathroom #4 Bathtub Ceramic Tile/Surround Toilet Bowl/Base/Tank Sink/Drain/Plug/Faucet Mirror/Medicine Cabinet Vanity Inside and Out Light Fixture/Outlets/GFI Floor and Baseboards Walls and Ceiling Windows and Screens Towel Bars Exhaust Fan Registers/Vent Covers/AC Doors Closet/Cupboard ROOM General: Storage Closets	

Washer		
Dryer		
EXTERIOR (Exterior fi	xtures, lawn, porch/deck/patio,	tree/bushes, etc):
Miscellaneous:		
Need Repair:		
Checked at move-in by:	(Resident)	(Date)
	(costability	(Duit)
	(Resident)	(Date)
	()	(=)
	(Resident)	(Date)
		, ,
	(Resident)	(Date)
		, ,
and		
	(Owner/Agent)	(Date)
Checked at move-out by:_		
•	(Owner/Agent)	(Date)