



## Move-in /Move-out Cleaning Inspection Form

Address:	Move-in Date:	Move-out Date:
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Move-in Inspection: This records the status of the property. The same form will be used for Move-out.

Move-out Inspection: 1) \$20 is specifically deducted for the final inspection, 2) The move-out inspection will be performed with or without the tenant, 3) Tenant must set schedule at least one week prior to move out date, 3) The unit must be completely vacated and ready to turn in keys. Every attempt to clean thoroughly prior to the inspection should be taken, for there is no follow-up inspection. At no time during the inspection will estimates of cleaning or repairs be discussed or promised. Re-read your lease to familiarize yourself with the move-out requirements, such as smoke detector batteries, light bulbs and other procedures.

ENTRY	NOTES
Walls & Ceiling	
Baseboard Heater/Thermostat	
Baseboards / Trim	
Closet/closet door(s)	
Door (inside & out)/hinges	
Door (locks, striker, doorstop)	
Exterior Light/Light Bulb	
Floor / Vinyl / Carpet	
Floor/Ceiling Vents	
Front Door (inside & outside)	
Light Fixture / Light bulbs	
Outlets/Switches/Plates	
Smoke Detector/Battery	
Threshold/Weather Stripping	
Window (Screen/coverings)	
Window (tracks/locks/sills)	

HALLWAY	NOTES
Return Air Vent	
Walls and Ceiling	
Baseboard Heater/Thermostat	
Baseboards / Trim	
Floor / Vinyl / Carpet	
Light Fixture / Light bulbs	
Outlets/Switches/Plates	
Smoke Detector/Battery	
Window (Screen/coverings)	
Window (tracks/locks/sills)	
Closet/closet door(s)	
Door (inside & out)/hinges	
Ceiling Fan/ Light Bulb	
Door (locks, striker, doorstop)	
Floor/Ceiling Vents	
Cabinets (inside & out)	
Cabinet doors/hinges	
Drawers (inside & out)	
Drawers (faces/tracks)	
Phone/Cable Jack	
Shelving	

LIVING ROOM	NOTES
Walls & Ceiling	
Baseboard Heater/Thermostat	
Baseboards / Trim	
Cabinet doors/hinges	
Cabinets (inside & out)	
Ceiling Fan/ Light Bulb	
Closet/closet door(s)	
Door (inside & out)/hinges	
Door (locks, striker, doorstop)	
Drawers (faces/tracks)	
Drawers (inside & out)	
Exterior Light/Light Bulb	
Floor / Vinyl / Carpet	
Floor/Ceiling Vents	
Light Fixture / Light bulbs	
Outlets/Switches/Plates	
Phone/Cable Jack	
Return Air Vent	
Shelving	
Smoke Detector/Battery	
Window (Screen/coverings)	
Window (tracks/locks/sills)	
Patio Slider & Patio Screen	
Patio Blinds/Drapes	
Wall/Window A/C & Filter	

UTILITY ROOM	NOTES
Walls & Ceiling	
Baseboard Heater/Thermostat	
Baseboards / Trim	
Cabinet doors/hinges	
Cabinets (inside & out)	
Door (inside & out)/hinges	
Door (locks, striker, doorstop)	
Drawers (faces/tracks)	
Drawers (inside & out)	
Dryer & Dryer Vent	
Exhaust Vent	
Faucet & plumbing underneath	
Floor / Vinyl / Carpet	
Floor/Ceiling Vents	
Furnace/Filters	
Light Fixture / Light bulbs	
Outlets/Switches/Plates	
Shelving	
Sink/Strainer/Sprayer	
Washer and drain line	
Washer supply lines & valves	
Water Heater	
Window (Screen/coverings)	
Window (tracks/locks/sills)	

Address:

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STAIRS/LANDINGS	NOTES
Return Air Vent	
Banister/Handrails	
Baseboards / Trim	
Floor / Vinyl / Carpet	
Light Fixture / Light bulbs	
Outlets/Switches/Plates	
Smoke Detector/Battery	
Walls and Ceiling	
Window (Screen/coverings)	
Window (tracks/locks/sills)	

KITCHEN	NOTES
Baseboard Heater/Thermostat	
Baseboards / Trim	
Cabinet doors/hinges	
Cabinets (inside & out)	
Counter tops/back splash	
Dishwasher (inside & out)	
Dishwasher racks/silverware basket	
Door (inside & out)/hinges	
Door (locks, striker, doorstop)	
Drawers (faces/tracks)	
Drawers (inside & out)	
Faucet & plumbing underneath	
Floor / Vinyl / Carpet	
Floor/Ceiling Vents	
Garbage Disposal/Cover	
Light Fixture / Light bulbs	
Microwave/bulb	
Outlets/Switches/GFI/Plates	
Oven (inside & out & underneath)	
Oven Elements / racks	
Oven light bulb/storage drawer	
Phone/Cable Jack	
Refrigerator Light bulb	
Refrigerator/Freezer (inside/out)	
Panty/Shelving	
Sink/Strainer/Sprayer	
Smoke Detector/Battery	
Stove Hood/Fan/Filter/Bulb	
Stove Top Drip Pans/Elements	
Walls & Ceiling	
Window (Screen/coverings)	
Window (tracks/locks/sills)	
Paper Towel Holder	

Bedroom #1	NOTES
Baseboard Heater/Thermostat	
Baseboards / Trim	
Cabinet doors/hinges	
Cabinets (inside & out)	
Ceiling Fan/ Light Bulb	
Closet/closet door(s)	
Door (inside & out)/hinges	
Door (locks, striker, doorstop)	
Floor / Vinyl / Carpet	
Floor/Ceiling Vents	
Light Fixture / Light bulbs	
Outlets/Switches/Plates	
Patio Blinds/Drapes	
Patio Slider & Patio Screen	
Phone/Cable Jack	
Shelving	
Smoke Detector/Battery	
Walls & Ceiling	
Window (Screen/coverings)	
Window (tracks/locks/sills)	
Exterior Light/Light Bulb	

DINING ROOM	NOTES
Baseboard Heater/Thermostat	
Baseboards / Trim	
Cabinet doors/hinges	
Cabinets (inside & out)	
Door (inside & out)/hinges	
Door (locks, striker, doorstop)	
Drawers (faces/tracks)	
Drawers (inside & out)	
Floor / Vinyl / Carpet	
Floor/Ceiling Vents	
Light Fixture / Light bulbs	
Outlets/Switches/Plates	
Phone/Cable Jack	
Panty/Shelving	
Smoke Detector/Battery	
Walls & Ceiling	
Window (Screen/coverings)	
Window (tracks/locks/sills)	
Walls & Ceiling	
Exterior Light/Light Bulb	
Patio Slider & Patio Screen	
Patio Blinds/Drapes	

BONUS/FAMILY ROOM	NOTES
Baseboard Heater/Thermostat	
Baseboards / Trim	
Cabinet doors/hinges	
Cabinets (inside & out)	
Ceiling Fan/ Light Bulb	
Closet/closet door(s)	
Door (inside & out)/hinges	
Door (locks, striker, doorstop)	
Floor / Vinyl / Carpet	
Floor/Ceiling Vents	
Light Fixture / Light bulbs	
Outlets/Switches/Plates	
Patio Blinds/Drapes	
Patio Slider & Patio Screen	
Phone/Cable Jack	
Return Air Vent	
Shelving	
Smoke Detector/Battery	
Walls & Ceiling	
Window (Screen/coverings)	
Window (tracks/locks/sills)	

Bedroom #2	NOTES
Baseboard Heater/Thermostat	
Baseboards / Trim	
Cabinet doors/hinges	
Cabinets (inside & out)	
Ceiling Fan/ Light Bulb	
Closet/closet door(s)	
Door (inside & out)/hinges	
Door (locks, striker, doorstop)	
Floor / Vinyl / Carpet	
Floor/Ceiling Vents	
Light Fixture / Light bulbs	
Outlets/Switches/Plates	
Patio Blinds/Drapes	
Patio Slider & Patio Screen	
Phone/Cable Jack	
Shelving	
Smoke Detector/Battery	
Walls & Ceiling	
Window (Screen/coverings)	
Window (tracks/locks/sills)	
Exterior Light/Light Bulb	

Address:

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Bedroom #3	NOTES
Baseboard Heater/Thermostat	
Baseboards / Trim	
Cabinet doors/hinges	
Cabinets (inside & out)	
Ceiling Fan/ Light Bulb	
Closet/closet door(s)	
Door (inside & out)/hinges	
Door (locks, striker, doorstop)	
Floor / Vinyl / Carpet	
Floor/Ceiling Vents	
Light Fixture / Light bulbs	
Outlets/Switches/Plates	
Patio Blinds/Drapes	
Patio Slider & Patio Screen	
Phone/Cable Jack	
Shelving	
Smoke Detector/Battery	
Walls & Ceiling	
Window (Screen/coverings)	
Window (tracks/locks/sills)	
Exterior Light/Light Bulb	

Bedroom #4	NOTES
Baseboard Heater/Thermostat	
Baseboards / Trim	
Cabinet doors/hinges	
Cabinets (inside & out)	
Ceiling Fan/ Light Bulb	
Closet/closet door(s)	
Door (inside & out)/hinges	
Door (locks, striker, doorstop)	
Floor / Vinyl / Carpet	
Floor/Ceiling Vents	
Light Fixture / Light bulbs	
Outlets/Switches/Plates	
Patio Blinds/Drapes	
Patio Slider & Patio Screen	
Phone/Cable Jack	
Shelving	
Smoke Detector/Battery	
Walls & Ceiling	
Window (Screen/coverings)	
Window (tracks/locks/sills)	
Exterior Light/Light Bulb	

Bedroom #5	NOTES
Baseboard Heater/Thermostat	
Baseboards / Trim	
Cabinet doors/hinges	
Cabinets (inside & out)	
Ceiling Fan/ Light Bulb	
Closet/closet door(s)	
Door (inside & out)/hinges	
Door (locks, striker, doorstop)	
Floor / Vinyl / Carpet	
Floor/Ceiling Vents	
Light Fixture / Light bulbs	
Outlets/Switches/Plates	
Patio Blinds/Drapes	
Patio Slider & Patio Screen	
Phone/Cable Jack	
Shelving	
Smoke Detector/Battery	
Walls & Ceiling	
Window (Screen/coverings)	
Window (tracks/locks/sills)	
Exterior Light/Light Bulb	

Bath #1	NOTES
Baseboard Heater/Thermostat	
Baseboards / Trim	
Bath/Tub/Shower	
Cabinet doors/hinges	
Cabinets (inside & out)	
Closet/Closet Doors	
Counter tops/back splash	
Door (inside & out)/hinges	
Door (locks, striker, doorstop)	
Drain & Drain Stop	
Drawers (faces/tracks)	
Drawers (inside & out)	
Exhaust fan	
Faucet & plumbing underneath	
Floor / Vinyl / Carpet	
Floor/Ceiling Vents	
Light Fixture / Light bulbs	
Medicine cabinet/Mirror	
Outlets/Switches/GFI/Plates	
Shelving	
Shower Door/Curtain Rod	
Shower Head & valves	
Sink & stopper	
Toilet, tank, flapper, & fill valve	
Towel Ring/Towel Bar/TP Holder	
Tub Spout/Diverter	
Vanity Light Bulbs	
Walls & Ceiling	
Window (Screen/coverings)	
Window (tracks/locks/sills)	

Bath #2	NOTES
Baseboard Heater/Thermostat	
Baseboards / Trim	
Bath/Tub/Shower	
Cabinet doors/hinges	
Cabinets (inside & out)	
Closet/Closet Doors	
Counter tops/back splash	
Door (inside & out)/hinges	
Door (locks, striker, doorstop)	
Drain & Drain Stop	
Drawers (faces/tracks)	
Drawers (inside & out)	
Exhaust fan	
Faucet & plumbing underneath	
Floor / Vinyl / Carpet	
Floor/Ceiling Vents	
Light Fixture / Light bulbs	
Medicine cabinet/Mirror	
Outlets/Switches/GFI/Plates	
Shelving	
Shower Door/Curtain Rod	
Shower Head & valves	
Sink & stopper	
Toilet, tank, flapper, & fill valve	
Towel Ring/Towel Bar/TP Holder	
Tub Spout/Diverter	
Vanity Light Bulbs	
Walls & Ceiling	
Window (Screen/coverings)	
Window (tracks/locks/sills)	

KEYS	NOTES
All keys to apartment	
Garage door keys	
Garage Remotes	
Laundry Room Keys	
Mail Box key	
Pool Key	
Storage door key	

