

<b>Tenant –Landlord Inspection Sheet</b>		<b>Rentlaw.com - National Landlord Tenant Guides</b> http://www.rentlaw.com	
<b>Lease Start Date</b>		<b>Lease End Date</b>	
<b>Name of Landlord or Property Manager</b>		<b>Phone Number</b>	
<b>Address for mail</b>			
<b>Unit address</b>			
<b>MOVE IN INSPECTION</b>		<b>MOVE OUT INSPECTION</b>	
Move-In Date		Move Out Date	
Inspected by		Inspected by	
Inspection Date		Inspection Date	
Summary Rating 1 lowest 4 highest	<input type="checkbox"/> 1 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> 4	Summary Rating	<input type="checkbox"/> 1 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> 4
<b>Bath 1</b>			
Tile			
Tub/Shower			
Other			
<b>Bath 2</b>			
<b>Bed 1</b>			
Walls			
Ceiling			
Windows/Blinds etc			
Carpet/Floors			
Furniture			

<b>Bed 2</b>			
Walls			
Ceiling			
Windows/Blinds etc			
Carpet/Floors			
Furniture			
<b>Kitchen</b>			
Walls			
Ceiling			
Windows/Blinds etc			
Carpet/Floors/Tile			
Counter			
Refrigerator			
Stove			
Sink			
Other			
<b>Family</b>			
Walls			
Ceiling			
Windows/Blinds etc			
Carpet/Floors			
Furniture			

<b>Exterior</b>			
Porch/Deck			
Yard – Garbage in Yard/Lawn etc			
Exterior of Building – Paint/Roof etc			
Garbage Cans/Disposal area			
<b>Basement/Garage</b>			

**How to use this form:**

BEFORE you sign the lease, take the checklist *and* a camera (video or still/disposable) with you and inspect the apartment with whomever is authorized to perform the walk through with you. This may be:

- The Property Manager
- The Owner/Landlord
- The Real Estate Agent
- The Leasing Office

If the owner's neighbor, friend, daughter, daughter-in-law or son-in-law conducts the inspection, make a note of it. Why? Sometimes they are doing someone a favor, such as an absentee landlord, and are not aware of what to look for and may not be the same person who conducts the move-out inspection.

If the apartment/home changes owners during the course of your stay, you should contact the new owners and do a walk through or simply send them a copy of your original move-in inspection – certified mail. This will help avoid conflicts when you move out.

Don't be surprised if they request to do a new inspection. They should of done this prior to buying the property- but many investors buy blind.

**INSPECT YOUR HOME**

This is a general list of things that you can look for in your rental home or apartment  
 Inspect *each room*. Take your time. This is where you are going to live for maybe 1 month or 10 years.

**Make notes on the condition of each room – look for:**

- scratches in hardwood floors
- Burn marks/tears in carpets
- Missing tiles in bathroom
- Ripped screens in windows – missing glass
- Holes/scratches in walls (pinholes, patched over areas etc)
- Faded paint (just note it) – rubbed off paint etc.
- Burn marks on counters/scratches (rub your hand along the counter (if its clean)
- Loose fixtures (ceiling, wall etc)
- Make sure all outlets have covers and receptacles.
- Heat and if provided - Air conditioning Turn the units
- Kitchen Stove – turn it on. Inspect for cleanliness
- Refrigerator - ice box and main area – is it cold? Clean?
- Kitchen Cabinets – scratches, cleanliness, grime
- Kitchen Exhaust over stove – turn it on. Are filters clean?
- Bathtubs/showers – turn them on. Hot and cold water. Water Pressure. Cracks. Grime.
- Toilet paper holder
- Flush the toilet – do they work?