



Move Out Inventory & Condition Form

Inspection Date	Technician	Property	Units
01-12-2026	Kenneth Poteat	251 Dekalb	W0207

Approved By	Stephen Cicala
Resident Name	
Forwarding Mailing Address	None given (eviction)
Date Resident Turned in Keys (For evictions - date all belongings were removed)	12-30-2025

Damage Summary				
Main Category	Sub Category	Charges Type	Note	Charges
Refrigerator (Freezer)	Cleaning Refrigerator	Clean	Items left in refrigerator/freezer.	\$25
LIVING ROOM	Other	Clean	Table and mattress left in living room.	\$100
KITCHEN	Is there a FireAvert red box, plug, and solenoid?	Work order/no charge		\$0
BATHROOM	Cleaning Bathroom	Clean	One cleaning charge for all cleaning needed, less bulk, trash, and HVAC cleaning.	\$228.96
BATHROOM	Tub Reglazing	Repair		\$0
KEYS	Failure To Return Apartment Key	Replace		\$50
KEYS	Failure To Return Mailbox Key	Replace		\$20
MISCELLANEOUS	Was personal property left behind?			\$0
Additional Damage Charges				
Tower fob not returned.				\$100

Total Charges	\$523.96
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LIVING ROOM:	
Other:	Not Ok
Charges Type	Clean
Charges	
Comment	Personal items left behind



KITCHEN:	
Is there a FireAvert red box, plug, and solenoid?:	Not Ok
Charges Type	Work order/no charge
Charges	0
Comment	We removed all



Refrigerator (Freezer):	
Cleaning Refrigerator:	Not Ok
Charges Type	Clean
Charges	
Comment	Items left in refrigerator



BEDROOMS:	
Ceilings / Lights:	Ok
Door / Closet:	Ok
Floors / Carpet:	Ok
Other:	Ok
Walls / Outlets:	Ok
Window:	Ok
Window coverings:	Ok

BATHROOM:	
Cleaning Bathroom:	Not Ok
Charges Type	Clean
Charges	
Comment	Bathroom left dirt



Tub Reglazing:	Not Ok
Charges Type	Repair
Charges	
Comment	Reglaze tub



LOCKS:	
Door Knob:	Ok
Door Lock:	Ok
Ensure the apartment door has an automatic closure and closes properly. :	Ok
Fix Door when extra lock is removed:	Ok
Mail-Box Lock:	Ok

KEYS:	
Failure To Return Apartment Key:	Not Ok
Charges Type	Replace
Charges	
Comment	Keys not returned
Failure To Return Mailbox Key:	Not Ok
Charges Type	Replace
Charges	

Comment	Keys not returned
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DOORS:	
Apartment Door:	Ok
Apartment Door closes automatically:	Ok
Frame:	Ok
Hollow:	Ok
Solid Core & Steel:	Ok

PAINTING:	
Border Removal (Per Room):	Ok
Holes in Walls (Each Hole):	Ok
Over Dark Colors (Per Room):	Ok
Wallpaper Removal (Per Room):	Ok

CARPET:	
Burns:	Ok
Deodorize:	Ok
Pet Treatment (Odor):	Ok
Replace Carpet 1 Bedroom:	Ok
Replace Carpet 2 Bedroom:	Ok
Shampoo 1 Bedroom:	Ok
Shampoo 2 Bedroom:	Ok
Stain Removal:	Ok

MISCELLANEOUS:	
Broken Window Glass (Per Pane):	Ok
Cabinet Equipment:	Ok
Carbon Monoxide Detector:	Ok
Cleaning of Apartment:	Ok
Clear Storage Locker:	Ok
Closet Shelves:	Ok
Common Area damaged during moveout:	Ok
Door Intercom System:	Ok
Exhaust Fan:	Ok

Fan Blades:	Ok
If fire stops have been installed throughout the property, ensure fire stops are installed.:	Ok
Light Globes:	Ok
Mini Blind(s) each:	Ok
Outside Lights:	Ok
Phone Jack:	Ok
Rallings:	Ok
Removal Of Bulk Items:	Ok
Remove Debris (Per Bag):	Ok
Sliding Mirror/Glass Door (2):	Ok
Smoke Detector Alarm:	Ok
Stoppage by foreign object in any drain:	Ok
Switch Plate Covers:	Ok
Thermostat Cover:	Ok
Vertical Blinds:	Ok
Vinly Tile Bathroom:	Ok
Vinly Tile Kitchen:	Ok
Was personal property left behind?:	No
Charges Type	
Charges	0
Window Screen(s) each:	Ok
Window Sills:	Ok

OVERALL:	
Signs of Moisture inside the apartment:	Ok
Signs of Moisture outside the apartment:	Ok

Resident	
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Lindy Community Representative Name

Kenneth Poteat

A handwritten signature in black ink, appearing to be the initials 'KP' with a large, sweeping flourish that loops back over the letters.

Technician

Kenneth Poteat

Resident not available for signature

YES