



Move Out Inventory & Condition Form

Inspection Date	Technician	Property	Units
01-25-2025	Leno Quattlebaum	251 Dekalb	E0617

Approved By	Stephen Cicala
Resident Name	Zac Kauffman
Forwarding Mailing Address	2004 William Penn Way, Lancaster, PA 17601
Date Resident Turned in Keys	01-24-2025

Damage Summary				
Main Category	Sub Category	Charges Type	Note	Charges
Oven / Range	Oven Cleaning	Clean	Oven cleaning	\$76.32
Cabinets	Cabinet Door	Replace	Cabinet door for washer taken off and damaged. Replace.	\$60.00
Refrigerator (Freezer)	Refrigerator (Shelf and Bars)	Replace	Door handle missing	\$48.00
KITCHEN	Wall Outlets	Replace	Kitchen wall switch cover damaged. Replace.	\$6.00
BEDROOMS	Door / Closet	Repair		\$0.00
BATHROOM	Tub Reglazing	Repair		\$0.00
DOORS	Hollow	Repair	Repair bathroom door, hole.	\$24.00
PAINTING	Border Removal (Per Room)	Replace	Baseboard trim missing	\$30.00
PAINTING	Holes in Walls (Each Hole)	Repair	Holes in apartment need repair.	\$48.00
MISCELLANEOUS	Was the resident locked out?			\$0.00
Additional Damage Charges				

Total Charges	\$292.32
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LIVING ROOM:	
Ceilings / Lights:	Ok
Door / Closet:	Ok
Other:	Ok
Walls / Outlets:	Ok
Window:	Ok
Window coverings:	Ok


DINING ROOM:	
Ceilings / Lights:	Ok
Walls / Outlets:	Ok
Window:	Ok
Window coverings:	Ok

KITCHEN:	
Backsplash:	Ok

Cabinets:	
Cabinet Door:	Not Ok
Charges Type	Replace
Charges	
Comment	Damaged



Cabinets:	
Cabinet Handle:	Ok

Cabinets:		
Cabinet Shelf:		Ok
Ceiling Fan:		N/A
Dishwasher:		
Dishwasher Knob:		Ok
Dishwasher:		
Dishwasher Rack:		Ok
Dishwasher:		
Dishwasher Silverware Holder:		Ok
Drip Pan:		Ok
Faucet:		Ok
Faucet Knobs:		Ok
Floors:		Ok
Garbage Disposal:		Ok
Kitchen Sink:		Ok
Microwave:		Ok
Other:		Ok
Oven / Range:		
Oven Cleaning:		Not Ok
Charges Type		Clean
Charges		
Comment		Filthy
		

Oven / Range:	
Oven door handle:	Ok

Oven / Range:	
Oven drip pan:	Ok

Oven / Range:	
Oven knobs:	Ok

Oven / Range:	
Oven Racks:	Ok

Oven / Range:	
Range burners:	Ok

Oven / Range:	
Range Hood:	Ok

Oven Door Handle:	Ok
Oven Racks:	Ok
Range Top:	Ok

Refrigerator (Freezer):	
Cleaning Refrigerator:	Ok

Refrigerator (Freezer):	
Refrigerator (Drawers):	Ok

Refrigerator (Freezer):	
Refrigerator (Shelf and Bars):	Not Ok
Charges Type	Replace
Charges	
Comment	Missing a shelf and freezer handle broken



Refrigerator (Freezer):	
Refrigerator Crisper Glass/Plastic:	Ok

Rubber Stopper:	Ok
Stove Knob:	Ok
Verify that either a Fire Stop (under the microwave) or FireAvert (behind the stove) exists.:	Ok
Wall Outlets:	Not Ok
Charges Type	Replace
Charges	
Comment	Cover damaged



Washer/Dryer:	Ok
Window Coverings:	Ok

BEDROOMS:	
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Ceilings / Lights:	N/A
Door / Closet:	Not Ok
Charges Type	Repair
Charges	
Comment	Many in need of repair and reinstalling throughout the unit



Floors / Carpet:	Ok
Other:	Ok
Walls / Outlets:	Ok
Window:	Ok
Window coverings:	Ok

BATHROOM:	
Cabinets / Mirror:	Ok
Ceiling Lights:	Ok
Cleaning Bathroom:	Ok
Complete Toilet:	Ok
Counter Top:	Ok
Floors:	Ok
Formica /Tile:	Ok
Is there signs of moisture from outside in the apartment?:	Ok
Medicine Cabinet:	Ok
Mirror Cabinet:	Ok
Other:	Ok
Remove Mildew on Tiles:	Ok
Shower Curtain Bar:	Ok
Shower Head:	Ok
Sink:	Ok

Soad Dish (Tub):	Ok
Soap Dish (Sink):	Ok
Toilet Paper Holder:	Ok
Toilet Tank:	Ok
Towel Bar:	Ok
Tub Knob(s):	Ok
Tub Reglazing:	Not Ok
Charges Type	Repair
Charges	
Comment	Touch up needed



Vanity Cabinet:	Ok
Wall Outlets:	Ok
Window:	Ok

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:	Ok
Failure To Return Mailbox Key:	Ok

DOORS:	
Apartment Door:	Ok
Apartment Door closes automatically:	Ok

Frame:	Ok
Hollow:	Not Ok
Charges Type	Repair
Charges	
Comment	Doors throughout unit damaged



Solid Core & Steel:	N/A
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PAINTING:	
Border Removal (Per Room):	Not Ok
Charges Type	Replace
Charges	
Comment	Baseboard missing



Holes in Walls (Each Hole):	Not Ok
Charges Type	Repair
Charges	
Comment	Holes throughout unit



Over Dark Colors (Per Room):	Ok
Wallpaper Removal (Per Room):	N/A

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

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 the resident locked out?:	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	Leno Quattlebaum



Technician	Leno Quattlebaum
Resident not available for signature	YES