

## **Move Out Inventory & Condition Form**

Inspection Date	Technician	Property	Units
02-02-2023	Mike Gray	251 Dekalb	E0410

Approved By	Stephen Cicala	
Resident Name	Khalid Jones	
Forwarding Mailing Address	None given	
Date Resident Turned in Keys	02-02-2023	

Damage Summary				
Main Category	Sub Category	Charges Type	Note	Charges
Refrigerator (Freezer)	Cleaning Refrigerator	Clean	Once cleaning charge for all cleaning needed (except HVAC duct work cleaning)	\$183.24
LIVING ROOM	Other	Repair	Repair hole in wall.	\$40.00
KITCHEN	Cleaning of Stove	Replace	Replace damaged stove.	\$450.00
KITCHEN	Other	Replace	Countertop stained, replace.	\$600.00
BEDROOMS	Floors / Carpet	Replace	Replace damaged floors and doors in both bedrooms.	\$700.00
BEDROOMS	Other	Replace		\$0.00
PAINTING	Border Removal (Per Room)	Replace	Tub glazing	\$300.00
PAINTING	Wallpaper Removal (Per Room)	Replace	Shower glazing walls and pan	\$600.00
MISCELLANEOUS	Cleaning of Apartment	Repair		\$0.00
Additional Damage Charges				

HVAC duct work cleaning charge	\$300.00
Total Charges	\$3173.24

LIVING ROOM:	
Ceilings / Lights:	Ok
Door / Closet:	Ok
Other:	Not Ok
Charges Type	Repair
Charges	
Comment	Wall repair shelf removal



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:	Ok
Ceiling Fan:	Ok
Ceiling Light Fixture:	Ok
Ceiling Lights:	Ok
Cleaning of Stove:	Not Ok

Charges Type	Replace
Charges	
Comment	Replace dirty damaged \$450



Counter Top:	Ok
Dishwasher:	Ok
Drip Pan:	Ok
Electric Meter:	Ok
Faucet:	Ok
Faucet Knobs:	Ok
Floors:	Ok
Formica/Tiles:	Ok
Garbage Disposal:	Ok
Kitchen Sink:	Ok
Microwave:	Ok
Other:	Not Ok
Charges Type	Replace
Charges	
Comment	Countertop replacement \$600



Oven / Range:	Ok

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

Refrigerator (Freezer):	
Cleaning Refrigerator:	Not Ok
Charges Type	Clean
Charges	
Comment	Clean



Refrigerator (Freezer):	
Refrigerator (Drawers):	Ok

Refrigerator (Freezer):	
Refrigerator (Shelf and Bars):	Ok

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:	Ok	
Washer/Dryer:	Ok	
Window Coverings:	Ok	

BEDROOMS:	
Ceilings / Lights:	Ok
Door / Closet:	Ok

Floors / Carpet:	Not Ok
Charges Type	Replace
Charges	
Comment	Water and pet damage replace floors in both bedrooms



Other:	Not Ok
Charges Type	Replace
Charges	
Comment	Replace closet doors all baseboard in both bedrooms \$700



Walls / Outlets:	Ok
Window:	Ok
Window coverings:	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

IZENO	
KEYS:	
RELIGI	

Failure To Return Apartment Key:	Ok	
Failure To Return Mailbox Key:	Ok	

PAINTING:	
Border Removal (Per Room):	Not Ok
Charges Type	Replace
Charges	
Comment	Bedrooms



Holes in Walls (Each Hole):	Ok
Over Dark Colors (Per Room):	Ok
Wallpaper Removal (Per Room):	Not Ok
Charges Type	Replace
Charges	
Comment	Glaze shower and pan dirty and dog hair \$600



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:	Not Ok
Charges Type	Repair
Charges	
Comment	Dog hair in tub tub glaze \$300



Clear Storage Locker:	Ok
Closet Shelves:	Ok
Common Area damaged during moveout:	Ok
Door Intercom System:	Ok
Exhaust Fan:	Ok
Fan Blades:	Ok
Fire extinguisher:	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
Window Screen(s) each:	Ok
Window Sills:	Ok

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

Resident					
----------	--	--	--	--	--



Technician	Mike Gray
------------	-----------

YES