

Move Out Inventory & Condition Form

Inspection Date	Technician	Property	Units
03-07-2023	Joseph Cooper	Sedgwick Gardens	A001

Approved By	Auto Approved
Resident Name	Robert Woodson
Forwarding Mailing Address	Not Available
Date Resident Turned in Keys	03-07-2023

Damage Summary				
Main Category	Sub Category	Charges Type	Note	Charges
Oven / Range	Oven Cleaning	Clean		\$0.00
Cabinets	Cabinet Shelf	Clean		\$0.00
Refrigerator (Freezer)	Cleaning Refrigerator	Clean		\$60.00
LIVING ROOM	Other	Clean		\$0.00
KITCHEN	Counter Top	Clean		\$0.00
KITCHEN	Floors	Clean		\$0.00
KITCHEN	Kitchen Sink	Clean		\$0.00
KITCHEN	Microwave	Clean		\$0.00
BEDROOMS	Floors / Carpet	Clean		\$0.00
BEDROOMS	Other	Clean		\$0.00
BEDROOMS	Walls / Outlets	Clean		\$0.00
BATHROOM	Cleaning Bathroom	Clean		\$75.00
BATHROOM	Shower Head	Replace		\$25.00
BATHROOM	Sink	Clean		\$0.00
BATHROOM	Toilet Paper Holder	Replace		\$20.00
BATHROOM	Toilet Tank	Clean		\$0.00
BATHROOM	Towel Bar	Replace		\$25.00

Additional Damage Charges	
Total Charges	\$205.00

LIVING ROOM:	
Ceilings / Lights:	Ok
Door / Closet:	Ok
Other:	Not Ok
Charges Type	Clean
Charges	
Comment	Clean



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 Shelf:	Not Ok
Charges Type	Clean
Charges	
Comment	Clean



Ceiling Fan:	Ok
Ceiling Light Fixture:	Ok
Ceiling Lights:	Ok
Cleaning of Stove:	Ok
Counter Top:	Not Ok
Charges Type	Clean
Charges	
Comment	Clean



Dishwasher:	
Dishwasher Knob:	Ok

Dishwashe	r:	
Dishwasher	Rack:	Ok

Dishwasher:		
Dishwasher Silverware Holder:	Ok	
Drip Pan:		Ok
Electric Meter:		Ok
Faucet:		Ok
Faucet Knobs:		Ok
Floors:		Not Ok
Charges Type		Clean
Charges		
Comment		Clean



Formica/Tiles:	Ok
Garbage Disposal:	Ok
Kitchen Sink:	Not Ok
Charges Type	Clean
Charges	
Comment	Clean



Microwave:	Not Ok
Charges Type	Clean





Other: Ok

Oven / Range:	
Oven Cleaning:	Not Ok
Charges Type	Clean
Charges	
Comment	Clean



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:	Not Ok
Charges Type	Clean
Charges	
Comment	Clean



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	Clean
Charges	

Comment



Other:	Not Ok
Charges Type	Clean
Charges	
Comment	Clean



Walls / Outlets:	Not Ok
Charges Type	Clean
Charges	
Comment	Clean



Window:	Ok
Window coverings:	Ok

BATHROOM:	
Cabinets / Mirror:	Ok
Ceiling Lights:	Ok
Cleaning Bathroom:	Not Ok
Charges Type	Clean
Charges	
Comment	Clean



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:	Not Ok
Charges Type	Replace
Charges	
Comment	Replace



Sink:	Not Ok
Charges Type	Clean
Charges	
Comment	Clean



Soad Dish (Tub):	Ok
Soap Dish (Sink):	Ok
Toilet Paper Holder:	Not Ok
Charges Type	Replace
Charges	
Comment	Replace



Toilet Tank:	Not Ok
Charges Type	Clean

Charges	
Comment	Clean



Towel Bar:	Not Ok
Charges Type	Replace
Charges	
Comment	Replace



Tub Knob(s):	Ok
Tub Reglazing:	Ok
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

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

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
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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Technician	Joseph Cooper
Resident not available for signature	YES