




## Move Out Inventory & Condition Form

Inspection Date	Technician	Property	Units
07-31-2024	Kenneth Poteat	251 Dekalb	E0626

Approved By	Stephen Cicala
Resident Name	Kamel Morris
Forwarding Mailing Address	332 E. 54th Street, Brooklyn, NY 11203
Date Resident Turned in Keys	07-26-2024

Damage Summary				
Main Category	Sub Category	Charges Type	Note	Charges
Oven / Range	Oven Cleaning	Clean		\$0.00
LIVING ROOM	Other	Clean	Trash left in living room.	\$25.00
KITCHEN	Cleaning of Stove	Clean	Oven cleaning needed.	\$76.32
KITCHEN	Other	Clean	Cooking Ninja left behind.	\$25.00
BATHROOM	Other	Clean	Trash left in bathtub	\$25.00
MISCELLANEOUS	Was personal property left behind?			\$0.00
MISCELLANEOUS	Was the resident locked out?			\$0.00
Additional Damage Charges				
Total Charges				\$151.32

<b>LIVING ROOM:</b>	
Other:	Not Ok
Charges Type	Clean
Charges	

Comment	Trash left
	

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

KITCHEN:	
Cleaning of Stove:	Not Ok
Charges Type	Clean
Charges	
Comment	Dirty



Other:	Not Ok
Charges Type	Clean
Charges	
Comment	Cooking ninja left



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



Verify that either a Fire Stop (under the microwave) or FireAvert (behind the stove) exists.: Ok

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

BATHROOM:	
Other:	Not Ok
Charges Type	Clean

Charges	
Comment	Trash left in tub




<b>LOCKS:</b>	
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

<b>KEYS:</b>	
Failure To Return Apartment Key:	Ok
Failure To Return Mailbox Key:	Ok

<b>MISCELLANEOUS:</b>	
Was personal property left behind?:	No
Charges Type	
Charges	0
Was the resident locked out?:	No
Charges Type	
Charges	0

Resident	
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Lindy Community Representative Name	Kenneth Poteat
	
Technician	Kenneth Poteat
Resident not available for signature	YES