



# Move Out Inventory & Condition Form

Inspection Date	Technician	Property	Units
10-30-2024	Kenneth Poteat	251 Dekalb	S0311

Approved By	Stephen Cicala
Resident Name	Nkyah Newell
Forwarding Mailing Address	None given (skipped)
Date Resident Turned in Keys	10-25-2024

Damage Summary				
Main Category	Sub Category	Charges Type	Note	Charges
Refrigerator (Freezer)	Cleaning Refrigerator	Clean	One cleaning charge for all cleaning needed. Less bulk, trash, or HVAC cleaning.	\$183.24
LIVING ROOM	Other	Clean	Bulk items left in living room, couch and crib.	\$100.00
KITCHEN	Counter Top	Clean	Two trash bags needed to remove trash left in the apartment.	\$50.00
KITCHEN	Kitchen Sink	Clean		\$0.00
KITCHEN	Microwave	Clean		\$0.00
BEDROOMS	Other	Clean		\$0.00
BEDROOMS	Walls / Outlets	Repair		\$0.00
BATHROOM	Sink	Clean		\$0.00
BATHROOM	Tub Reglazing	Repair		\$0.00

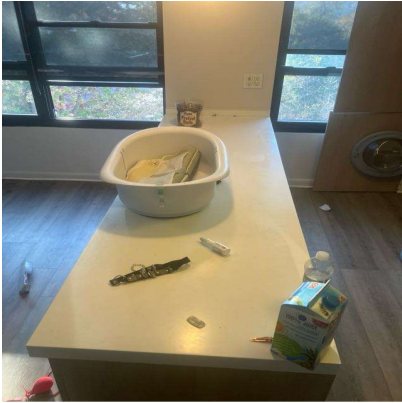


KEYS	Failure To Return Apartment Key	Replace	2- key fobs not returned (\$100 each) and 2- apartment keys not returned (\$50 each)	\$300.00
KEYS	Failure To Return Mailbox Key	Replace		\$20.00
MISCELLANEOUS	Was personal property left behind?			\$0.00
MISCELLANEOUS	Was the resident locked out?			\$0.00
<b>Additional Damage Charges</b>				
Total Charges				\$653.24

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



<b>DINING ROOM:</b>	
Ceilings / Lights:	Ok
Walls / Outlets:	Ok
Window:	Ok
Window coverings:	Ok

<b>KITCHEN:</b>	
Counter Top:	Not Ok
Charges Type	Clean
Charges	

Comment	Items left/ dirty as well
	
	Kitchen Sink:
	Not Ok
	Charges Type
	Clean
Charges	
Comment	Sink left dirty
	
	Microwave:
	Not Ok
	Charges Type
	Clean
Charges	
Comment	Microwave left dirty
	

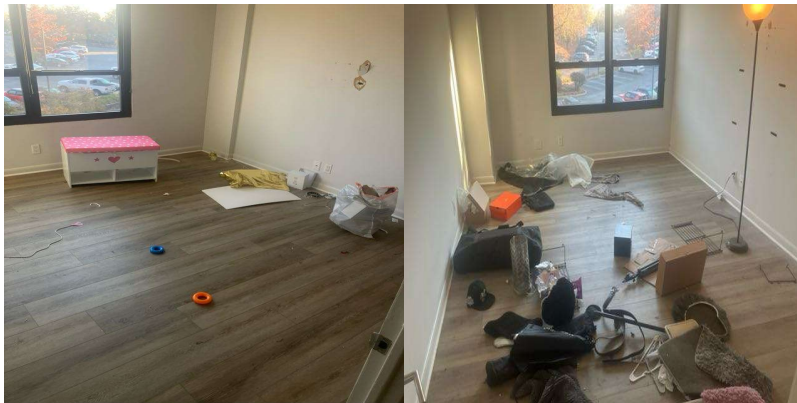
Refrigerator (Freezer):	
Cleaning Refrigerator:	Not Ok
Charges Type	Clean
Charges	
Comment	Food left in refrigerator



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

Ok

BEDROOMS:	
Other:	Not Ok
Charges Type	Clean
Charges	
Comment	Trash left in first bedroom Trash and lamp left in master bedroom



Walls / Outlets:	Not Ok
Charges Type	Repair
Charges	
Comment	Holes in wall Holes in first bedroom wall



BATHROOM:	
Sink:	Not Ok
Charges Type	Clean
Charges	
Comment	Sink dirty



Tub Reglazing:	Not Ok
Charges Type	Repair
Charges	
Comment	Tub dirty Tub needs to be glazed



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

<b>KEYS:</b>	
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

<b>DOORS:</b>	
Apartment Door:	Ok
Apartment Door closes automatically:	Ok
Frame:	Ok
Hollow:	Ok
Solid Core & Steel:	Ok

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

<b>CARPET:</b>	
Burns:	Ok
Deodorize:	Ok
Pet Treatment (Odor):	Ok
Replace Carpet 1 Bedroom:	Ok
Replace Carpet 2 Bedroom:	Ok
Shampoo 1 Bedroom:	Ok

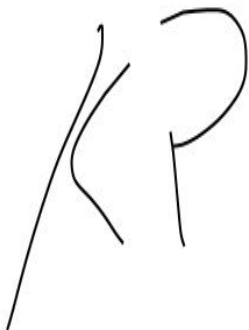
Shampoo 2 Bedroom:	Ok
Stain Removal:	Ok

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

<b>OVERALL:</b>	
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
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Technician	Kenneth Poteat
Resident not available for signature	YES