



Move Out Inventory & Condition Form

Inspection Date	Technician	Property	Units
12-19-2024	Kenneth Poteat	251 Dekalb	E0705

Approved By	Stephen Cicala
Resident Name	Aliyah Ortiz
Forwarding Mailing Address	None given (eviction)
Date Resident Turned in Keys	12-16-2024

Damage Summary				
Main Category	Sub Category	Charges Type	Note	Charges
Dishwasher	Dishwasher Rack	Clean		\$0.00
Oven / Range	Oven Cleaning	Clean	One cleaning charge for all cleaning needed. Less trash, bulk, or HVAC duct cleaning.	\$216.00
Oven / Range	Range burners	Clean		\$0.00
Refrigerator (Freezer)	Cleaning Refrigerator	Clean	One cleaning charge for all cleaning needed. Please see above.	\$0.00
LIVING ROOM	Door / Closet	Clean	HVAC cleaning, strong marijuana odor.	\$360.00
LIVING ROOM	Other	Repair	Trash left in living room.	\$25.00
KITCHEN	Kitchen Sink	Clean	Trash left in kitchen and dishwasher.	\$100.00
KITCHEN	Microwave	Clean		\$0.00
KITCHEN	Other	Clean		\$0.00
BEDROOMS	Other	Clean		\$0.00

BEDROOMS	Walls / Outlets	Repair	TV mount left on wall, remove and repair wall.	\$48.00
BATHROOM	Cleaning Bathroom	Clean	Trash left in bathroom.	\$25.00
BATHROOM	Tub Reglazing	Repair		\$0.00
BATHROOM	Vanity Cabinet	Clean		\$0.00
MISCELLANEOUS	Was personal property left behind?			\$0.00
MISCELLANEOUS	Was the resident locked out?			\$0.00
Additional Damage Charges				
10 day abandonment letter sent to resident, resident had until 12/6/24 to remove their personal belongings. Storage fee.				\$562.90
Total Charges				\$1336.90

LIVING ROOM:	
Door / Closet:	Not Ok
Charges Type	Clean
Charges	
Comment	Trash left in closet



Other:	Not Ok
Charges Type	Repair
Charges	
Comment	Strong weed smell coming from vents Tv mount left on wall Items left on floor

**KITCHEN:****Dishwasher:**

Dishwasher Rack:

Not Ok

Charges Type

Clean

Charges

Comment

Items left in dishwasher



Kitchen Sink:

Not Ok

Charges Type

Clean

Charges

Comment

Left with items and dirty



Microwave:

Not Ok

Charges Type	Clean
Charges	
Comment	Left dirty



Other:	Not Ok
Charges Type	Clean
Charges	
Comment	Bags of trash left behind





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



Oven / Range:	
Range burners:	Not Ok
Charges Type	Clean
Charges	
Comment	Dirty



Refrigerator (Freezer):	
Cleaning Refrigerator:	Not Ok
Charges Type	Clean
Charges	
Comment	Trash left behind
	
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 on floor
	
Walls / Outlets:	Not Ok
Charges Type	Repair
Charges	
Comment	Tv mount left on wall



BATHROOM:	
Cleaning Bathroom:	Not Ok
Charges Type	Clean
Charges	
Comment	Bathroom left dirty



Tub Reglazing:	Not Ok
Charges Type	Repair
Charges	
Comment	Tub will need glaze



Vanity Cabinet:	Not Ok
Charges Type	Clean

Charges	
Comment	Item left behind



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

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

Resident	
Lindy Community Representative Name	Kenneth Poteat

KP

Technician

Kenneth Poteat

Resident not available for signature

YES