



## Move Out Inventory & Condition Form

**Inspection Date:** 12-03-2019

**Technician:** Felicia Howell

**Property:** Bromley House

**Units:** A312

**CLEANLINESS:**

Swept / Mopped: Ok

Closets cleared: Ok

Frig /Stove clean: Ok

No personal items: Ok

Other: Ok

**LIVING ROOM:**

Walls / Outlets: Ok

Ceilings / Lights: Ok

Window: Ok

Door / Closet: Ok

Window coverings: Ok

Other: Ok

**DINING ROOM:**

Walls / Outlets: Ok

Ceilings / Lights: Ok

Window: Ok

Window coverings: Ok

**KITCHEN:**

Electric Meter: Ok

Cabinets: Ok

Cabinet Door: Ok

Cabinet Shelf: Ok

Cabinet Handle: Ok

Counter Top: Ok  
Refrigerator (Freezer): Ok  
Refrigerator (Shelf and Bars): Ok  
Refrigerator (Drawers): Ok  
Refrigerator Crisper Glass/Plastic: Ok  
Cleaning Refrigerator: Ok  
Dishwasher Rack: Ok  
Dishwasher Silverware Holder: Ok  
Dishwasher Knob: Ok  
Fire Stops: Ok  
Formica/Tiles: Ok  
Stove Knob: Ok  
Microwave: Ok  
Cleaning of Stove: Ok  
Ceiling Lights: Ok  
Garbage Disposal: Ok  
Rubber Stopper: Ok  
Oven Door Handle: Ok  
Oven Racks: Ok  
Kitchen Sink: Ok  
Faucet Knobs: Ok  
Floors: Ok  
Faucet: Ok  
Drip Pan: Ok  
Range Hood: Ok  
Range Top: Ok  
Ceiling Light Fixture: Ok  
Backsplash: Ok  
Ceiling Fan: Ok  
Washer/Dryer: Ok  
Wall Outlets: Ok  
Window Coverings: Ok  
Other: Ok

**BEDROOMS:**

Walls / Outlets: Ok  
Ceilings / Lights: Ok

Floors / Carpet: Ok

Window: Ok

Window coverings: Ok

Door / Closet: Ok

Other: Ok

**BATHROOM:**

Medicine Cabinet: Ok

Mirror Cabinet: Ok

Vanity Cabinet: Ok

Sink: Ok

Toilet Tank Cover: Ok

Toilet Tank: Ok

Toilet Bowl: Ok

Complete Toilet: Ok

Toilet Paper Holder: Ok

Shower Head: Ok

Tub Knob(s): Ok

Shower Curtain Bar: Ok

Towel Bar: Ok

Tub Reglazing: Ok

Counter Top: Ok

Soap Dish (Sink): Ok

Soad Dish (Tub): Ok

Remove Mildew on Tiles: Ok

Cleaning Bathroom: Ok

Wall Outlets: Ok

Ceiling Lights: Ok

Floors: Ok

Formica /Tile: Ok

Cabinets / Mirror: Ok

Window: Ok

Other: Ok

Is there signs of moisture from outside in the apartment?: Ok

**LOCKS:**

Door Lock: Ok

Door Knob: Ok

Fix Door when extra lock is removed: Ok

Mail-Box Lock: Ok

Ensure the apartment door has an automatic closure and closes properly. : Ok

**KEYS:**

Failure To Return Apartment Key: Ok

Failure To Return Mailbox Key: Ok

**DOORS:**

Apartment Door: Ok

Solid Core & Steel: Ok

Frame: Ok

Hollow: Ok

**PAINTING:**

Over Dark Colors (Per Room): Ok

Holes in Walls (Each Hole): Ok

Wallpaper Removal (Per Room): Ok

Border Removal (Per Room): Ok

**CARPET:**

Shampoo 1 Bedroom: Ok

Shampoo 2 Bedroom: Ok

Stain Removal: Ok

Burns: Ok

Deodorize: Ok

Pet Treatment (Odor): Ok

Replace Carpet 1 Bedroom: Ok

Replace Carpet 2 Bedroom: Ok

**MISCELLANEOUS:**

Remove Debris (Per Bag): Ok

Removal Of Bulk Items: Ok

Clear Storage Locker: Ok

Closet Shelves: Ok

Window Sills: Ok

Window Screen(s) each: Ok

Broken Window Glass (Per Pane): Ok

Mini Blind(s) each: Ok

Vertical Blinds: Ok

Sliding Mirror/Glass Door (2): Ok

Carbon Monoxide Detector: Ok

Smoke Detector Alarm: Ok

Fire extinguisher: Ok

Cabinet Equipment: Ok

Vinly Tile Kitchen: Ok

Vinly Tile Bathroom: Ok

Exhaust Fan: Ok

Phone Jack: Ok

Fan Blades: Ok

Light Globes: Ok

Door Intercom System: Ok

Switch Plate Covers: Ok

Rallings: Ok

Outside Lights: Ok

Stoppage by foreign object in any drain: Ok

Thermostat Cover: Ok

Cleaning of Apartment: Ok

Common Area damaged during moveout: Ok

If fire stops have been installed throughout the property, ensure fire stops are installed.: Ok

**Technician:** Felicia Howell

Resident not available for signature : Yes

Resident refused Signature : No