

## **Move Out Inventory & Condition Form**

## **Damage Summary**

| Main Category | Sub Category   | Charges Type  | Charges |
|---------------|----------------|---------------|---------|
| KITCHEN       | Electric Meter | Clean         | \$7.00  |
| CARPET        | Stain Removal  | Repair        | \$8.00  |
|               |                | Total Charges | \$15.00 |

| Inspection Date | Technician   | Property    | Units |
|-----------------|--------------|-------------|-------|
| 01-17-2020      | Peter Tester | Meadowbrook | 167   |

| 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: | Not Ok |
| Charges Type    | Clean  |
| Charges         |        |
| Comment         | Clean  |





| 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:                | Not Ok |
| Charges Type                  | Repair |
| Charges                       |        |
| Comment                       | Repair |



| Burns:                    | Ok       |
|---------------------------|----------|
| Deodorize:                | Ok       |
| Pet Treatment (Odor):     | Ok       |
| Replace Carpet 1 Bedroom: | Ok       |
| Replace Carpet 2 Bedroom: | Ok       |
| Resident                  | 167 test |



| Lindy Community Representative Ivai |  | Lindy | Community | Representative | Nam | e |
|-------------------------------------|--|-------|-----------|----------------|-----|---|
|-------------------------------------|--|-------|-----------|----------------|-----|---|



| Forwarding Mailing Address           | Test@test.com |
|--------------------------------------|---------------|
| Date Resident Turned in Keys         | 01-16-2020    |
| Technician                           | Peter Tester  |
| Resident not available for signature | NO            |
| Resident refused Signature           | YES           |