

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

Inspection Date	Technician	Property	Units
01-02-2024	sharon waples	Haverford Court	E216

Resident Name	Ashley Jones
Forwarding Mailing Address	Not Available
Date Resident Turned in Keys	Dec-31-2023

LIVING ROOM:	
Ceilings / Lights:	Ok
Door / Closet:	Ok
Other:	Ok
Walls / Outlets:	Ok
Window:	Ok
Window coverings:	Ok

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

KITCHEN:	
Backsplash:	Ok
Ceiling Fan:	Ok
Ceiling Light Fixture:	Ok
Ceiling Lights:	Ok
Cleaning of Stove:	Not Ok
Charges Type	Clean
Charges	

Comment Stove dirty.



Counter Top:	Ok
Counter rop:	U

Dishwasher:	
Dishwasher Knob:	Ok

Dishwasher:	
Dishwasher Rack:	Ok

Dishwasher:	
Dishwasher Silverware Holder:	Ok

Drip Pan:	Ok
Electric Meter:	N/A
Faucet:	Ok
Faucet Knobs:	Ok
Floors:	Ok
Formica/Tiles:	Not Ok
Charges Type	Replace
Charges	
Comment	1 tile cracked in kitchen.



Garbage Disposal:	0	k	
Kitchen Sink:		Ok	
Other:		k	
Oven / Range:			
Oven Cleaning:		Ok	
Oven / Range:			
Oven door handle:		Ok	
Oven / Range:			
Oven drip pan:		Ok	
Oven / Range:			
Oven knobs:		Ok	
Oven / Range:			
Oven Racks:		Ok	
Oven / Range:			
Range burners:		Ok	
Oven / Range:			
Range Hood:		Ok	
Oven Door Handle:	0	k	
Oven Racks:		Ok	
Range Top:		Ok	
Rubber Stopper:		Ok	
Verify that either a Fire Stop (under the microwave) or FireAvert (behind the stove) exists.:		Ok	
Wall Outlets:		Ok	
Washer/Dryer:		Ok	
Window Coverings:		N/A	
BEDROOMS:			

BEDROOMS:	
Ceilings / Lights:	Ok
Door / Closet:	Ok
Floors / Carpet:	Ok

Other:	Ok
Walls / Outlets:	Ok
Window:	Ok
Window coverings:	Not Ok
Charges Type	Replace
Charges	
Comment	Window blind is broken.



BATHROOM:	
Cabinets / Mirror:	Ok
Ceiling Lights:	Ok
Cleaning Bathroom:	Ok
Complete Toilet:	Ok
Counter Top:	Ok
Floors:	Ok
Formica /Tile:	Ok
Is there signs of moisture from outside in the apartment?:	Ok
Medicine Cabinet:	Ok
Mirror Cabinet:	Ok
Other:	Ok
Remove Mildew on Tiles:	Ok
Shower Curtain Bar:	Ok
Shower Head:	Ok
Sink:	Ok
Soad Dish (Tub):	Ok
Soap Dish (Sink):	Ok
Toilet Paper Holder:	Ok

Toilet Tank:	Ok
Towel Bar:	Ok
Tub Knob(s):	Ok
Tub Reglazing:	Ok
Vanity Cabinet:	Ok
Wall Outlets:	Ok
Window:	Ok

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

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

DOORS:	
Apartment Door:	Ok
Apartment Door closes automatically:	Ok
Frame:	Ok
Hollow:	Ok
Solid Core & Steel:	Ok

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

CARPET:	
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

MISCELLANEOUS:	
Broken Window Glass (Per Pane):	Ok
Cabinet Equipment:	Ok
Carbon Monoxide Detector:	Ok
Cleaning of Apartment:	Ok
Clear Storage Locker:	Ok
Closet Shelves:	Ok
Common Area damaged during moveout:	Ok
Door Intercom System:	Ok
Exhaust Fan:	Ok
Fan Blades:	Ok
If fire stops have been installed throughout the property, ensure fire stops are installed.:	Ok
Date of Installation	2022-03-02
Light Globes:	Ok
Mini Blind(s) each:	Ok
Outside Lights:	Ok
Phone Jack:	Ok
Rallings:	Ok
Removal Of Bulk Items:	Ok
Remove Debris (Per Bag):	Ok
Sliding Mirror/Glass Door (2):	Ok
Smoke Detector Alarm:	Ok
Stoppage by foreign object in any drain:	Ok
Switch Plate Covers:	Ok
Thermostat Cover:	Ok
Vertical Blinds:	Ok
Vinly Tile Bathroom:	Ok
Vinly Tile Kitchen:	Ok

Was personal property left behind?:	Ok
Window Screen(s) each:	Ok
Window Sills:	Ok

OVERALL:	
Signs of Moisture inside the apartment:	Ok
Signs of Moisture outside the apartment:	Ok

Resident			
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Technician	sharon waples
Resident not available for signature	YES
Resident refused Signature	NO