

Move Out Inventory & Condition Form

Inspection Date	Technician	Property	Units
01-08-2021	Stephen Cicala	Westgate Arms	C1

Resident Name	Jose Perez
Forwarding Mailing Address	Not Available
Date Resident Turned in Keys	Jan-06-2021

LIVING ROOM:	
Walls / Outlets:	Ok
Ceilings / Lights:	Ok
Window:	Ok
Door / Closet:	Ok
Window coverings:	Ok
Other:	Not Ok
Charges Type	Replace
Charges	
Comment	Stains on carpet



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

KITCHEN:	
Cabinets:	Ok
Cabinet Door:	Ok
Cabinet Shelf:	Ok
Cabinet Handle:	Ok
Counter Top:	Not Ok
Charges Type	Replace
Charges	
Comment	Replace with Santa Cecilia.



Refrigerator (Freezer):	Ok
Refrigerator (Shelf and Bars):	Ok
Refrigerator (Drawers):	Ok
Refrigerator Crisper Glass/Plastic:	Ok
Cleaning Refrigerator:	Not Ok
Charges Type	Clean
Charges	
Comment	Needs cleaning



Dishwasher Rack:	Ok
Dishwasher Silverware Holder:	Ok

Dishwasher Knob:	Ok
Fire Stops:	Ok
Formica/Tiles:	Ok
Stove Knob:	Ok
Microwave:	Ok
Cleaning of Stove:	Not Ok
Charges Type	Clean
Charges	
Comment	Needs cleaning



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:	Not Ok
Charges Type	Replace
Charges	
Comment	Refrigerator door handles broken



BEDROOMS:	
Walls / Outlets:	Ok
Ceilings / Lights:	Ok
Floors / Carpet:	Ok
Window:	Ok
Window coverings:	Ok
Door / Closet:	Ok
Other:	Ok
BATHROOM:	
Medicine Cabinet:	Not Ok
Charges Type	Replace
Charges	
Comment	Replace



Mirror Cabinet:	Ok
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Vanity Cabinet:	Ok
Sink:	Ok
Toilet Tank Cover:	Ok
Toilet Tank:	Ok
Toilet Bowl:	Ok
Complete Toilet:	Ok
Toilet Paper Holder:	Ok
Shower Head:	Not Ok
Charges Type	Replace
Charges	
Comment	Replace with 1.25 gpm



Tub Knob(s):	Ok
Shower Curtain Bar:	Ok
Towel Bar:	Not Ok
Charges Type	Replace
Charges	
Comment	Replace



Tub Reglazing:	Ok
Counter Top:	Ok

Soap Dish (Sink):	Ok
Soad Dish (Tub):	Ok
Remove Mildew on Tiles:	Ok
Cleaning Bathroom:	Not Ok
Charges Type	Clean
Charges	
Comment	Needs cleaning



Wall Outlets:	Ok
Ceiling Lights:	Ok
Floors:	Not Ok
Charges Type	Repair
Charges	
Comment	Grout needed. Side of tub tiles falling off wall



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:	Not Ok
Charges Type	Replace
Charges	
Comment	Missing apartment keys



Failure To Return Mailbox Key:	Not Ok
Charges Type	Replace
Charges	
Comment	Missing mail key



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:	Not Ok
Charges Type	Replace
Charges	
Comment	Brown and white stains



Replace Carpet 2 Bedroom:	Ok
MISCELLANEOUS:	
Remove Debris (Per Bag):	Not Ok
Charges Type	Clean
Charges	
Comment	Items in kitchen and living room closet



Removal Of Bulk Items:	Not Ok
Charges Type	Clean
Charges	
Comment	Dining room table



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

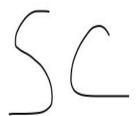
Phone Jack:	Ok
Fan Blades:	Ok
Light Globes:	Ok
Door Intercom System:	Ok
Switch Plate Covers:	Ok
Rallings:	Ok
Outside Lights:	Ok
Stoppage by foreign object in any drain:	Ok
Thermostat Cover:	Ok
Cleaning of Apartment:	Not Ok
Charges Type	Clean
Charges	
Comment	Needs cleaning



Common Area damaged during moveout:	Ok
If fire stops have been installed throughout the property, ensure fire stops are installed.:	Ok
OVERALL:	
Signs of Moisture outside the apartment:	Ok
Signs of Moisture inside the apartment:	Ok
Resident	



Stephen Cicala



Technician	Stephen Cicala
Resident not available for signature	YES
Resident refused Signature	NO