

Move Out Inventory & Condition Form

Inspection Date	Technician	Property	Units
01-20-2023	Mike Gray	251 Dekalb	E0914

Resident Name	Sasha Mcclary
Forwarding Mailing Address	Not Available
Date Resident Turned in Keys	Jan-20-2023

LIVING ROOM:	
Ceilings / Lights:	Ok
Door / Closet:	Ok
Other:	Not Ok
Charges Type	Clean
Charges	
Comment	Furniture left table and chairs trash out 100 dollars



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	Dirty



Drip Pan:	Ok
Faucet:	Ok
Faucet Knobs:	Ok
Floors:	Not Ok
Charges Type	Clean
Charges	
Comment	Remove trash bags 50 dollars



Formica/Tiles:	Ok
Garbage Disposal:	Ok
Kitchen Sink:	Ok
Microwave:	Ok
Other:	Not Ok
Charges Type	Clean
Charges	
Comment	Countertops trashed 100



Oven Door Handle:	Ok
Oven Racks:	Ok
Range Top:	Ok

Refrigerator (Freezer):	
Cleaning Refrigerator:	Not Ok
Charges Type	Clean
Charges	
Comment	Dirty



Refrigerator (Freezer):	
Refrigerator (Drawers):	Ok

Refrigerator (Freezer):	
Refrigerator (Shelf and Bars):	Ok

Refrigerator (Freezer):		
Refrigerator Crisper Glass/Plastic:		Ok
Rubber Stopper:	Ok	
Stove Knob:	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:	Ok	

BEDROOMS:	
Other:	Not Ok
Charges Type	Clean
Charges	
Comment	Bed left remove 100 dollars



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):	Not Ok
Charges Type	Repair
Charges	
Comment	Heavy smoke smell in unit will have HVAC system cleaned and vents 300 dollars



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

Common Area damaged during moveout: Door Intercom System: Ok	
Door Intercom System: Ok	k
Exhaust Fan: Ok	k
Fan Blades: Ok	k
Fire extinguisher:	k
If fire stops have been installed throughout the property, ensure fire stops are installed.: Ok	k
Light Globes: Ok	k
Mini Blind(s) each:	k
Outside Lights: Ok	k
Phone Jack: Ok)k
Rallings: Ok	k
Removal Of Bulk Items: Ok	k
Remove Debris (Per Bag):	k
Sliding Mirror/Glass Door (2):	k
Smoke Detector Alarm: Ok	k
Stoppage by foreign object in any drain: Ok	k
Switch Plate Covers: Ok	k
Thermostat Cover: Ok	k
Vertical Blinds:	k
Vinly Tile Bathroom: Ok	k
Vinly Tile Kitchen: Ok)k
Window Screen(s) each:	k
Window Sills: Ok)k

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

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Mike Gray



Technician	Mike Gray
Resident not available for signature	YES
Resident refused Signature	NO