

Move Out Inventory & Condition Form

Inspection Date	Technician	Property	Units
09-18-2023	Joseph Cooper	Sedgwick Terrace	C2

Resident Name	Emma Whitfield
Forwarding Mailing Address	Not Available
Date Resident Turned in Keys	Sep-18-2023

LIVING ROOM:	
Ceilings / Lights:	Ok
Door / Closet:	Ok
Other:	Not Ok
Charges Type	Replace
Charges	
Comment	Replace floor. Resident covered floor in caulk



Walls / Outlets:	Ok
Window:	Not Ok
Charges Type	Replace
Charges	
Comment	Replace cracked window



Faucet:

Faucet Knobs:

Window coverings: Ok

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

Window coverings:	Ok	
KITCHEN:		
Backsplash:		Ok
Cabinets:		
Cabinet Door:	Ok	
Cabinets:		
Cabinet Handle:	Ok	
Cabinets:		
Cabinet Shelf:	Ok	
Ceiling Fan:		Ok
Ceiling Light Fixture:		Ok
Ceiling Lights:		Ok
Cleaning of Stove:		Ok
Counter Top:		Ok
Dishwasher:		Ok
Drip Pan:		Ok
Electric Meter:		Ok

Ok

Ok

Formica/Tiles:			0
Garbage Disposal:			Ol
Kitchen Sink:			O
Microwave:			Ol
Other:			O
Oven / Range:			
Oven Cleaning:	Ok		
Oven / Range:			
Oven door handle:	С	k	
Oven / Range:			
Oven drip pan:	Ok		
Oven / Range:			
Oven knobs:	Ok	Ok	
Oven / Range:			
Oven Racks:	Ok		
Oven / Range:			
Range burners:	Ok		
Oven / Range:			
Range Hood:	Ok		
Oven Door Handle:			O
Oven Racks:			Ol
Range Top:			O
Refrigerator (Freezer):			
Cleaning Refrigerator:		Ok	
Refrigerator (Freezer):			

Refrigerator (Shelf and Bars):	Ok	
Refrigerator (Freezer):		
Refrigerator Crisper Glass/Plastic:	Ok	
Rubber Stopper:		Ok
Stove Knob:		Ok
/erify that either a Fire Stop (under the microwave) or FireAvert (behind the stove)	exists.:	Ok
Vall Outlets:		Ok
Vasher/Dryer:		Ok
Vindow Coverings:		Ok

BEDROOMS:	
Ceilings / Lights:	Ok
Door / Closet:	Ok
Floors / Carpet:	Ok
Other:	Ok
Walls / Outlets:	Ok
Window:	Ok
Window coverings:	Ok

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:	Not Ok
Charges Type	Replace
Charges	
Comment	Resident replaced locks but did not leave old locks behind



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

DOORS:	
Apartment Door:	Ok
Apartment Door closes automatically:	Ok
Frame:	Ok
Hollow:	Ok

Ok

Ok

Failure To Return Mailbox Key:

Solid Core & Steel:

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	2023-09-18
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
Window Screen(s) each:	Ok
Window Sills:	Ok
OVERALL	

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

Resident	
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Technician	Joseph Cooper
Resident not available for signature	YES
Resident refused Signature	NO