



# PROPERTY CHECK LIST



Address: \_\_\_\_\_

Tenant's Name(s): \_\_\_\_\_ All Keys Returned: \_\_\_\_\_

Moving: [ ] In [ ] Out Mail Box No.: \_\_\_\_\_ Gate Code: \_\_\_\_\_ Garage Code: \_\_\_\_\_

Forwarding Address: \_\_\_\_\_

Please check the appropriate box for each item listed below. A space is provided for additional comments:

<u>Kitchen:</u>	<u>OK</u>	<u>NOT</u>	<u>Additional Comments:</u>
Floors	[ ]	[ ]	_____
Walls/Baseboards	[ ]	[ ]	_____
Doors/Door Stops	[ ]	[ ]	_____
Windows/Screens	[ ]	[ ]	_____
Window Coverings	[ ]	[ ]	_____
Lights/Switch Plates	[ ]	[ ]	_____
Oven/Range	[ ]	[ ]	_____
Cabinets/Drawers	[ ]	[ ]	_____
Range Hood & Fan	[ ]	[ ]	_____
Disposal	[ ]	[ ]	_____
Microwave	[ ]	[ ]	_____
Dishwasher	[ ]	[ ]	_____
Refrigerator	[ ]	[ ]	_____
Microwave	[ ]	[ ]	_____
Faucet/sink/stopper	[ ]	[ ]	_____
Counter Tops	[ ]	[ ]	_____

<u>Dining/Living Room:</u>	<u>OK</u>	<u>NOT</u>	<u>Additional Comments:</u>
Floors	[ ]	[ ]	_____
Walls/Baseboards	[ ]	[ ]	_____
Doors/Door Stops	[ ]	[ ]	_____
Windows/Screens	[ ]	[ ]	_____
Window Coverings	[ ]	[ ]	_____
Lights/ Switch Plates	[ ]	[ ]	_____

<u>Family Room:</u>	<u>OK</u>	<u>NOT</u>	<u>Additional Comments:</u>
Floors	[ ]	[ ]	_____
Walls/Baseboards	[ ]	[ ]	_____
Doors/Door Stops	[ ]	[ ]	_____
Windows/Screens	[ ]	[ ]	_____
Window Coverings	[ ]	[ ]	_____
Lights/ Switch Plates	[ ]	[ ]	_____

<u>Master Bedroom</u>	<u>OK</u>	<u>NOT</u>	<u>Additional Comments:</u>
Floors	[ ]	[ ]	_____
Walls/Baseboards	[ ]	[ ]	_____
Doors/Door Stops	[ ]	[ ]	_____
Windows/Screens	[ ]	[ ]	_____
Window Coverings	[ ]	[ ]	_____
Lights/ Switch Plates	[ ]	[ ]	_____
Closets	[ ]	[ ]	_____

<u>Bedroom (second)</u>	<u>OK</u>	<u>NOT</u>	<u>Additional Comments:</u>
Floors	[ ]	[ ]	_____
Walls/Baseboards	[ ]	[ ]	_____
Doors/Door Stops	[ ]	[ ]	_____
Windows/Screens	[ ]	[ ]	_____
Window Coverings	[ ]	[ ]	_____
Lights/ Switch Plates	[ ]	[ ]	_____
Closets	[ ]	[ ]	_____

<u>Bedroom (third)</u>	<u>OK</u>	<u>NOT</u>	<u>Additional Comments:</u>
Floors	[ ]	[ ]	_____
Walls/Baseboards	[ ]	[ ]	_____
Doors/Door Stops	[ ]	[ ]	_____
Windows/Screens	[ ]	[ ]	_____
Window Coverings	[ ]	[ ]	_____
Lights/ Switch Plates	[ ]	[ ]	_____
Closets	[ ]	[ ]	_____

<u>Bedroom (fourth)</u>	<u>OK</u>	<u>NOT</u>	<u>Additional Comments:</u>
Floors	[ ]	[ ]	_____
Walls/Baseboards	[ ]	[ ]	_____
Doors/Door Stops	[ ]	[ ]	_____
Windows/Screens	[ ]	[ ]	_____
Window Coverings	[ ]	[ ]	_____
Lights/ Switch Plates	[ ]	[ ]	_____
Closets	[ ]	[ ]	_____

<u>Bathroom (Master):</u>	<u>OK</u>	<u>NOT</u>	<u>Additional Comments:</u>
Floors	[ ]	[ ]	_____
Walls/Baseboards	[ ]	[ ]	_____
Doors/Door Stops	[ ]	[ ]	_____
Window-Screen/Cover	[ ]	[ ]	_____
Lights/ Switch Plates	[ ]	[ ]	_____
Toilet	[ ]	[ ]	_____
Sink/Faucet/Stopper	[ ]	[ ]	_____
Tub/Shower/Stopper	[ ]	[ ]	_____
Cabinet/Drawers	[ ]	[ ]	_____
Mirror	[ ]	[ ]	_____
TP Roll/Towel Bar/Rod	[ ]	[ ]	_____
Vent Fan	[ ]	[ ]	_____

<u>Bathroom (second):</u>	<u>OK</u>	<u>NOT</u>	<u>Additional Comments:</u>
Floors	[ ]	[ ]	_____
Walls/Baseboards	[ ]	[ ]	_____
Doors/Door Stops	[ ]	[ ]	_____
Window-Screen/Cover	[ ]	[ ]	_____
Lights/ Switch Plates	[ ]	[ ]	_____
Toilet	[ ]	[ ]	_____
Sink/Faucet/Stopper	[ ]	[ ]	_____
Tub/Shower/Stopper	[ ]	[ ]	_____
Cabinet/Drawers	[ ]	[ ]	_____
Mirror	[ ]	[ ]	_____
TP Roll/Towel Bar/Rod	[ ]	[ ]	_____
Vent Fan	[ ]	[ ]	_____

<u>Bathroom (third):</u>	<u>OK</u>	<u>NOT</u>	<u>Additional Comments:</u>
Floors	[ ]	[ ]	_____
Walls/Baseboards	[ ]	[ ]	_____
Doors/Door Stops	[ ]	[ ]	_____
Window-Screen/Cover	[ ]	[ ]	_____
Lights/ Switch Plates	[ ]	[ ]	_____
Toilet	[ ]	[ ]	_____
Sink/Faucet/Stopper	[ ]	[ ]	_____
Tub/Shower/Stopper	[ ]	[ ]	_____
Cabinet/Drawers	[ ]	[ ]	_____
Mirror	[ ]	[ ]	_____
TP Roll/Towel Bar/Rod	[ ]	[ ]	_____
Vent Fan	[ ]	[ ]	_____

<u>Hallway:</u>	<u>OK</u>	<u>NOT</u>	<u>Additional Comments:</u>
Floors	[ ]	[ ]	_____
Walls/Baseboards	[ ]	[ ]	_____
Doors/Door Stops	[ ]	[ ]	_____
Window-Screen/Cover	[ ]	[ ]	_____
Lights/ Switch Plates	[ ]	[ ]	_____
Air Filters	[ ]	[ ]	_____
Thermostat	[ ]	[ ]	_____
Washing Machine	[ ]	[ ]	_____
Dryer	[ ]	[ ]	_____

<u>Misc. Exterior:</u>	<u>OK</u>	<u>NOT</u>	<u>Additional Comments:</u>
Front Landscaping	[ ]	[ ]	_____
Rear Landscaping	[ ]	[ ]	_____
Doors/lights/bell	[ ]	[ ]	_____
Exterior walls/fence	[ ]	[ ]	_____
Patio/drive-way	[ ]	[ ]	_____
Garage	[ ]	[ ]	_____

General  
Remarks: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

I / we have inspected the above premises and agree they are in good working condition, except as noted.

_____	_____
Tenant Signature	Date
_____	_____
Tenant Signature	Date
_____	_____