



MOVE IN / MOVE OUT INSPECTION FORM

Property Address: _____

Tenant(s): _____

Home Phone: _____ Cell Phone: _____ Work: _____

Move In Date: _____ Move Out Date: _____

The Owner or Property Manager has inspected the property at, or prior to, the move in and the following conditions were noted and will be compared to the property condition upon tenant(s) vacating the property. **Tenant(s) have 14 days after accepting property to notify Owner or Property Manager in writing of any additional items not listed on this checklist or tenant(s) agrees and accepts the conditions noted below.**

Northwind Property Management Condition Codes: 1 = Excellent, 2 = Good / Clean, 3 = See Notations

| | <u>Move-In Condition</u> | | | <u>Move-Out Condition</u> | | |
|-------------------------------|--------------------------|---|---|---------------------------|---|---|
| Front Yard | | | | | | |
| Lawn Recently Mowed | 1 | 2 | 3 | 1 | 2 | 3 |
| Bushes / Flowers Trimmed | 1 | 2 | 3 | 1 | 2 | 3 |
| Fences & Gates | 1 | 2 | 3 | 1 | 2 | 3 |
| Sprinkler System | 1 | 2 | 3 | 1 | 2 | 3 |
| Light Fixtures | 1 | 2 | 3 | 1 | 2 | 3 |
| House Numbers | 1 | 2 | 3 | 1 | 2 | 3 |
| Mailbox | 1 | 2 | 3 | 1 | 2 | 3 |
| Walkways & Driveway | 1 | 2 | 3 | 1 | 2 | 3 |
| Entry Way / Porch | | | | | | |
| Floor / Walls / Ceiling | 1 | 2 | 3 | 1 | 2 | 3 |
| Baseboard | 1 | 2 | 3 | 1 | 2 | 3 |
| Light Fixtures | 1 | 2 | 3 | 1 | 2 | 3 |
| Door / Knobs / Locks | 1 | 2 | 3 | 1 | 2 | 3 |
| Doorbell | 1 | 2 | 3 | 1 | 2 | 3 |
| Security / Screen Door | 1 | 2 | 3 | 1 | 2 | 3 |
| Living Room | | | | | | |
| Carpets | 1 | 2 | 3 | 1 | 2 | 3 |
| Baseboards | 1 | 2 | 3 | 1 | 2 | 3 |
| Windows / Coverings / Screens | 1 | 2 | 3 | 1 | 2 | 3 |
| Light Fixtures / Fans | 1 | 2 | 3 | 1 | 2 | 3 |
| Doors / Locks | 1 | 2 | 3 | 1 | 2 | 3 |
| Walls / Ceiling | 1 | 2 | 3 | 1 | 2 | 3 |
| Switches / Outlets | 1 | 2 | 3 | 1 | 2 | 3 |
| Fireplace / Equipment | 1 | 2 | 3 | 1 | 2 | 3 |
| Other _____ | 1 | 2 | 3 | 1 | 2 | 3 |

Tenant's Initials (____)(____)(____)

Tenant's Initials (____)(____)(____)



Property Address: _____

Move-In Condition

Move-Out Condition

Other Room _____

| | | | | | | | | |
|------------------------------|---|---|---|-------|---|---|---|-------|
| Carpets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Baseboards | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Windows / Covering / Screens | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Light Fixtures / Fans | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Doors / Locks | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Walls / Ceiling | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Switches / Outlets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Fireplace / Equipment | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other _____ | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Kitchen

| | | | | | | | | |
|---------------------------|---|---|---|-------|---|---|---|-------|
| Flooring & Baseboard | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Walls / Ceiling | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Windows / Locks / Screens | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Window Coverings | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Light Fixtures | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Switches / Outlets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Range / Hood / Fan | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Oven(s) & Microwave | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Dishwasher | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Refrigerator | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Sink / Disposal | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Faucet(s) & Plumbing | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Cabinets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Pantry | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Counters | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other _____ | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Dining Room

| | | | | | | | | |
|---------------------------|---|---|---|-------|---|---|---|-------|
| Flooring / Baseboards | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Walls / Ceiling | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Windows / Locks / Screens | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Window Coverings | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Light Fixtures / Fans | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Switches / Outlets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other _____ | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Master Bedroom

| | | | | | | | | |
|---------------------------|---|---|---|-------|---|---|---|-------|
| Flooring / Baseboards | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Walls / Ceiling | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Windows / Locks / Screens | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Tenant's Initials (____)(____)(____)

Tenant's Initials (____)(____)(____)



Property Address: _____

Move-In Condition

Move-Out Condition

Master Bedroom (Cont.)

| | | | | | | | | |
|--------------------------|---|---|---|-------|---|---|---|-------|
| Window Coverings | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Doors / Locks / Knobs | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Light Fixtures / Fans | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Switches / Outlets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Closets / Doors / Tracks | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other _____ | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Master Bathroom

| | | | | | | | | |
|------------------------------|---|---|---|-------|---|---|---|-------|
| Doors / Locks / Knobs | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Flooring / Baseboards | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Walls / Ceiling | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Window Coverings | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Windows / Locks / Screens | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Switches / Outlets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Light Fixtures / Fans | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Sink / Faucets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Toilet & Hardware | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Toilet Paper Holder | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Tub / Shower Stall | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Shower or Tub Doors | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Shower Rail / Curtain | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Tile / Grout | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Plumbing / Drains | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Towel Rack(s) | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Cabinets / Counters / Mirror | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Medicine Cabinet | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other _____ | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Other Bedroom # _____

| | | | | | | | | |
|---------------------------|---|---|---|-------|---|---|---|-------|
| Flooring / Baseboards | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Walls / Ceiling | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Windows / Locks / Screens | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Window Coverings | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Doors / Locks / Knobs | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Light Fixtures / Fans | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Switches / Outlets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Closets / Doors / Tracks | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other _____ | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Tenant's Initials (____)(____)(____)

Tenant's Initials (____)(____)(____)



Property Address: _____

Move-In Condition

Move-Out Condition

Other Bedroom # _____

| | | | | | | | | |
|---------------------------|---|---|---|-------|---|---|---|-------|
| Flooring / Baseboards | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Walls / Ceiling | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Windows / Locks / Screens | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Window Coverings | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Doors / Locks / Knobs | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Light Fixtures / Fans | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Switches / Outlets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Closets / Doors / Tracks | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other _____ | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Other Bedroom # _____

| | | | | | | | | |
|---------------------------|---|---|---|-------|---|---|---|-------|
| Flooring / Baseboards | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Walls / Ceiling | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Windows / Locks / Screens | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Window Coverings | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Doors / Locks / Knobs | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Light Fixtures / Fans | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Switches / Outlets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Closets / Doors / Tracks | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other _____ | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Other Bathroom # _____

| | | | | | | | | |
|------------------------------|---|---|---|-------|---|---|---|-------|
| Doors / Locks / Knobs | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Flooring / Baseboards | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Walls / Ceiling | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Window Coverings | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Windows / Locks / Screens | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Switches / Outlets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Light Fixtures / Fans | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Sink / Faucets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Toilet & Hardware | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Toilet Paper Holder | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Tub / Shower Stall | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Shower or Tub Doors | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Shower Rail / Curtain | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Tile / Grout | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Plumbing / Drains | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Towel Rack(s) | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Cabinets / Counters / Mirror | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Medicine Cabinet | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other _____ | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Tenant's Initials (____)(____)(____)

Tenant's Initials (____)(____)(____)



Property Address: _____

Move-In Condition

Move-Out Condition

Hallways / Stair Ways

| | | | | | | | | |
|-----------------------|---|---|---|-------|---|---|---|-------|
| Flooring / Baseboards | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Walls / Ceilings | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Switches / Outlets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Light Fixtures | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Closets / Cabinets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Railings / Hardware | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other _____ | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Laundry Room

| | | | | | | | | |
|------------------------|---|---|---|-------|---|---|---|-------|
| Washer & Dryer Hookups | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Dryer Vent | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Plumbing / Drains | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Faucets / Valves | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Cabinets / Counters | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Sink(s) | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other _____ | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Backyard / Side Yards

| | | | | | | | | |
|---------------------------|---|---|---|-------|---|---|---|-------|
| Patio / Deck / Covers | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Lawn Recently Mowed | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Bushes / Flowers Trimmed | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Fences & Gates | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Pool / Spa & Equipment | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Sprinkler System | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Light Fixtures | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Walkways | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Storage Shed(s) | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Garden or Yard Adornments | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other _____ | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Garage / Parking

| | | | | | | | | |
|-------------------------------|---|---|---|-------|---|---|---|-------|
| Garage Door / Hardware | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other Doors / Hardware | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Garage Floor & Driveway | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Cabinets / Counters / Sink(s) | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Switches & Outlets | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Light Fixtures | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Window(s) | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Storage & Shelving | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Other _____ | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Tenant's Initials (____)(____)(____)

Tenant's Initials (____)(____)(____)



Property Address: _____

Move-In Condition

Move-Out Condition

Safety / Security / Systems

| | | | | | | | | |
|-------------------------|---|---|---|-------|---|---|---|-------|
| Security / Alarm System | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Smoke/CO Detector(s) | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Furnace / Thermostat | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Air Conditioning | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| Water Heater | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |
| AC Filter(s) | 1 | 2 | 3 | _____ | 1 | 2 | 3 | _____ |

Fire Extinguishers & Locations: # _____ Location(s): _____

Smoke Alarms & Locations: # _____ Location(s): _____

CO Detector(s) # _____ Location(s): _____

Keys / Remotes / Devices

Keys # _____ Front Door # _____ Bedroom Door(s) # _____ Other _____
 Keys # _____ Back Door # _____ Garage Door(s)
 Remotes / Devices # _____

Mail Keys: Please contact the United States Postal Service for re-keying of any locked mailboxes and for the issuance of new keys.

COMPLETED AT MOVE IN: Tenant(s) acknowledges receiving of a copy of this form.

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

Landlord / Property Manager: _____ Date: _____
 Landlord / Property Manager: _____
 (Print Name)

COMPLETED AT MOVE-OUT: Tenant(s) acknowledges receiving of a copy of this form.

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

Landlord / Property Manager: _____ Date: _____
 Landlord / Property Manager: _____
 (Print Name)

Tenant's Initials (____)(____)(____) Tenant's Initials (____)(____)(____)