

# Move-Out Inspection Form

## Tips For Your Move-Out Inspection

The goal of a move-out inspection is to conduct an assessment of the property condition to facilitate the proper return or withholding of a security deposit in compliance with local landlord-tenant laws.

- **Be Objective** - Use a rating scale (1-5, Good/Fair/Poor, etc) and avoid vague descriptions like “dirty”. Use descriptive and actionable observations.
- **Document Everything**- If you see damage, photograph it. If you see a repair that is “Normal Wear and Tear”, note it as such so it is excluded from the security deposit ledger.
- **Legal Compliance** - Check your local statutes regarding mandatory notice periods for inspections, timeframes for returning security deposits, and requirements to provide tenants with an itemized list of deductions.

## Using this Packet

On the following pages, you’ll see that each page is dedicated to a specific room, and lists items that are common to almost all properties that are crucial to check during your inspection. There are also blank cells for additional items that a room may have, and there is a blank table at the very end for any additional rooms/areas a property may have.

**Example:** If your property has 3 bedrooms, print out 3 copies of the bedroom page and number each page Bedroom 1, 2, and 3. If your property has an additional space like an outdoor area, print out the blank table and fill that in for that space.

**\*\*In addition to recording the condition of your property on this form, we always encourage landlords to take property photos to have visual documentation of the condition as well!**

### Key & Abbreviations:

G : Good	SC : Scratched
NC : Needs Cleaning	NSC : Needs Spot Cleaning
NP : Needs Painting	NSP : Needs Spot Painting
NR : Needs Repair	NC : Needs Cleaned
R : Replace	N/A : Not Applicable





# Move-Out Inspection Form

<b>Refrigerator</b>	<b>Move-In</b>	<b>Move-In</b>	<b>Cost to Correct</b>
Inside/Parts			
Exterior			
Light			
<b>Stove/Oven</b>			
Exterior			
Vent			
Controls			
Burner			
Surface			
Light			
Racks			

# Move-Out Inspection Form

<b>Bathroom #</b>	<b>Move-In</b>	<b>Move-In</b>	<b>Cost to Correct</b>
Floor			
Walls/Tile/Ceiling			
Windows			
Outlets / Switches			
Vanity / Sink			
Mirror			
Cabinets/Drawers			
Light Fixtures			
Tub/Shower			
Water pressure & temp.			
Toilet			





# Move-Out Inspection Form

<b>Garage</b>	<b>Move-In</b>	<b>Move-In</b>	<b>Cost to Correct</b>
Floors			
Walls / Ceiling			
Outlets / Switches			
Light Fixtures			
Doors			
<b>Front Porch</b>			
Floor			
Railings/Steps			
Light Fixtures			
<b>Back Porch</b>			
Floor			
Railings/Steps			
Light Fixtures			

# Move-Out Inspection Form

<b>Entryway</b>	<b>Move-In</b>	<b>Move-In</b>	<b>Cost to Correct</b>
Floors			
Walls / Ceiling			
Windows			
Doors			
Closet			
Light Fixtures			
<b>Mechanical</b>			
Smoke Detectors			
Thermostat			
Water Heater			
Furnace			
Air Conditioner			

