



PRICE • WILLIAMS

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MOVE-IN CONDITION REPORT

Address: _____ Mailbox #: _____

Welcome to your new home. This checklist is designed for you to make sure that the premises is in good condition and all the appliances are in working condition. This checklist also serves as a ***Maintenance Request*** form. If you find that any item on this list is in need of repair, please indicate it on the *maintenance request* section of this form. Please make sure you are specific in what is in need of repair. If there is something that needs to be noted, such as a flaw or missed items, please indicate it by commenting in the *move-in* section provided beside the item. If the item is in good condition, please leave the area blank. This form will remain in your file until the lease ending date and a move-out inspection completed. Any item not marked or not commented on, could result in a charge to your account upon move-out. The form must be signed and returned to the leasing office no later than ***5 days*** from the date of the first person moving in.

If this form is not completed and returned within 5 days, we will assume all is in good condition, and upon move-out, charges will be assessed accordingly.

By signing below, you agree to the completed move-in inspection form attached.

Resident

Date

Resident

Date

Resident

Date

Resident

Date

Resident

Date

Management Signature

Date

<u>Entrance</u>	<u>Move-In Comments</u>	<u>Maintenance</u>	<u>Move-Out Comments</u>
Door Bell			
Peephole			
Deadbolt Lock			
Door Knob			
<u>Living/Dining Room</u>			
Ceiling/Walls			
Floors/Carpet			
Windows			
Mini-Blinds			
Electric Fixtures			
Window Screens			
<u>Kitchen</u>			
Ceiling/Walls			
Floors			
Windows			
Electric Fixtures			
Cabinets			
Drawers/Drawer Knobs			
Shelves			
Doors/Door Knobs			
Exhaust			
Counter Tops			
Stove			
Oven/Oven Shelves			
Sink/Faucets			
Refrigerator/Fridge Door			
Freezer/ Freezer Door			
Vegetable Drawer			
Dishwasher			
<u>Bathroom (s)</u>			
Ceiling/Walls			
Floors			
Windows			
Electric Fixtures			
Cabinets			
Drawers/Shelves/Knobs			
Mirror			
Linen Closet			
Tub/Faucets			
Stoppers			
Tub Caulking			
Toilet Seat			
Towel Bar			
Shower Caulking			
Sink/Faucets			
<u>Bedroom #1</u>			
Ceiling/Walls			
Floors			
Windows			
Blinds			
Electric Fixtures			

<u>Bedroom #1 cont.</u>	<u>Move-In Comments</u>	<u>Maintenance</u>	<u>Move-Out Comments</u>
Closets			
Closet Rod			
Shelving/Door			
<u>Bedroom #2</u>			
Ceiling/Walls			
Floors			
Windows			
Blinds			
Electric Fixtures			
Closets			
Closet Rod			
Shelving/Door			
<u>Bedroom #3</u>			
Ceiling/Walls			
Floors			
Windows			
Blinds			
Electric Fixtures			
Closets			
Closet Rod			
Shelving/Door			
<u>Bedroom #4</u>			
Ceiling/Walls			
Floors			
Windows			
Blinds			
Electric Fixtures			
Closets			
Closet Rod			
Shelving/Door			
<u>Bedroom #5</u>			
Ceiling/Walls			
Floors			
Windows			
Blinds			
Electric Fixtures			
Closets			
Closet Rod			
Shelving/Door			
<u>Bedroom #6</u>			
Ceiling/Walls			
Floors			
Windows			
Blinds			
Electric Fixtures			
Closets			
Closet Rod			
Shelving/Door			