

Move-Out Inspection Checklist

General-purpose form, not legal advice. Landlord and tenant law varies by state and city — check your state's requirements before relying on this form.

PROPERTY ADDRESS

UNIT OR ROOM

MOVE-OUT DATE (MM/DD/YYYY)

INSPECTION DATE (MM/DD/YYYY)

RESIDENT NAME(S)

LANDLORD OR MANAGER

FORWARDING ADDRESS FOR THE DEPOSIT

Fill this in beside the signed move-in checklist. Copy the move-in condition into the first column, record what you see today in the second, and use the wear or damage column to say which one it is. Ordinary wear from living in a place normally is not damage. Photograph anything you intend to deduct for, and carry each deduction down to the summary on the last page.

ROOM

ROOM NAME

ITEM	AT MOVE-IN	AT MOVE-OUT	WEAR OR DAMAGE	EST. COST	PHOTO
Walls					
Ceiling					
Floor or carpet					
Windows, screens, blinds					
Door, frame, lock					
Light fixtures and bulbs					
Outlets and switches					
Closet, shelving, rod					
Heating and cooling vent					

ROOM

ROOM NAME

ITEM	AT MOVE-IN	AT MOVE-OUT	WEAR OR DAMAGE	EST. COST	PHOTO
Walls					
Ceiling					
Floor or carpet					
Windows, screens, blinds					
Door, frame, lock					
Light fixtures and bulbs					

ITEM	AT MOVE-IN	AT MOVE-OUT	WEAR OR DAMAGE	EST. COST	PHOTO
Outlets and switches					
Closet, shelving, rod					
Heating and cooling vent					

ROOM

ROOM NAME

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Walls					
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Door, frame, lock					
Light fixtures and bulbs					
Outlets and switches					
Closet, shelving, rod					
Heating and cooling vent					

KITCHEN

ITEM	AT MOVE-IN	AT MOVE-OUT	WEAR OR DAMAGE	EST. COST	PHOTO
Walls, ceiling, floor					
Cabinets and drawers					
Countertops					
Sink, faucet, drain					
Refrigerator					
Range or cooktop and oven					
Range hood or vent					
Dishwasher					
Microwave					
Garbage disposal					
Outlets, switches, lighting					

BATHROOM

WHICH BATHROOM

ITEM	AT MOVE-IN	AT MOVE-OUT	WEAR OR DAMAGE	EST. COST	PHOTO
Walls, ceiling, floor					
Toilet					
Sink, faucet, drain					
Tub or shower and surround					
Caulk and grout					
Mirror and cabinet					
Exhaust fan					
Towel bars and fixtures					

WHOLE HOME AND SAFETY

ITEM	AT MOVE-IN	AT MOVE-OUT	WEAR OR DAMAGE	EST. COST	PHOTO
Smoke alarms (tested)					
Carbon monoxide alarms (tested)					
Water heater					
Furnace or air handler and filter					
Air conditioning					
Electrical panel access					
Washer and dryer					
Entry doors and deadbolts					

OUTSIDE

ITEM	AT MOVE-IN	AT MOVE-OUT	WEAR OR DAMAGE	EST. COST	PHOTO
Roof and gutters (from ground)					
Siding, paint, trim					
Porch, steps, railings					
Driveway and walkways					
Yard, fence, gate					
Garage or carport					
Outdoor lighting					
Trash and recycling area					

MOVE-OUT TASKS

- | | |
|--|---|
| ☐ Property cleaned throughout | ☐ All personal property removed |
| ☐ All keys, remotes and fobs returned | ☐ Rubbish removed and bins emptied |
| ☐ Appliances emptied and cleaned | ☐ Door codes and access removed |
| ☐ Nail holes filled where required by lease | ☐ Utilities transferred out of resident's name |

UTILITY METER READINGS AT MOVE-OUT

ELECTRIC

GAS

WATER

READ ON (MM/DD/YYYY)

DEPOSIT DEDUCTION SUMMARY

ITEM DEDUCTED FOR	PHOTO REFERENCE	AMOUNT
Total deductions		

SECURITY DEPOSIT HELD

TOTAL DEDUCTIONS

AMOUNT TO BE RETURNED

Most states set a deadline for returning a security deposit and for providing an itemised statement of deductions. Check your own state's deadline and send the statement inside it.

ADDITIONAL NOTES

SIGNATURES

By signing, both parties agree this checklist records the condition of the property on the inspection date above. A signature does not by itself mean the resident agrees with every deduction.

LANDLORD OR MANAGER SIGNATURE

PRINTED NAME

DATE (MM/DD/YYYY)

RESIDENT SIGNATURE

PRINTED NAME

DATE (MM/DD/YYYY)

RESIDENT SIGNATURE

PRINTED NAME

DATE (MM/DD/YYYY)