

# RENTAL MOVE-IN and MOVE-OUT CHECKLIST

**Instructions:** Tenant(s) should complete this checklist and email to [erp4rent@ymail.com](mailto:erp4rent@ymail.com) within 48 hours of moving in. ERP, LLC will keep a copy of this checklist for reference during the final inspection of the rental unit to determine if any of the security deposit will be deducted for cleaning or repairs.

Tenant Name(s):

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Rental Unit Address:

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Move-In Date:

Move-Out Date:

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Unless otherwise noted, the premises are in clean, good working order and undamaged. Use the key below:

Key & Abbreviations:

**NC** Needs Cleaning

**NSC** Needs Spot Cleaning

**NP** Needs Painting

**NSP** Needs Spot Painting

**NR** Needs Repair

**RP** Needs Replacing

## LIVING ROOM

	Move-In	Move-Out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Closet			
Elec. Fix.			
Curtain Rods			

Comments:

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## RENTAL MOVE-IN and MOVE-OUT CHECKLIST

### INSIDE ENTRY/HALLWAY

	Move-In	Move-Out	Cost
Deadbolt/Lock			
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Closet			
Elec. Fix.			

Comments:

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### MECHANICAL

	Move-In	Move-Out	Cost
Water Heater			
Smoke Det.			
Ceiling			
Thermostat			
Heating			
A/C			
Window/Wall A/C			

Comments:

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### BEDROOM #1

	Move-In	Move-Out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			

## RENTAL MOVE-IN and MOVE-OUT CHECKLIST

Screens		
Closet		
Elec. Fix.		
Curtain Rods		

Comments:

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### BEDROOM #2

	Move-In	Move-Out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Closet			
Elec. Fix.			
Curtain Rods			

Comments:

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### BEDROOM #3

	Move-In	Move-Out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Closet			
Elec. Fix.			
Curtain Rods			

Comments:

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## RENTAL MOVE-IN and MOVE-OUT CHECKLIST

### BATHROOM #1

	Move-In	Move-Out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Closet			
Elec. Fix.			
Cabinets			
Drawers			
Sink/Plumbing			
Toilet			
Shelves			
Mirror			
Tub/Shower			
Caulking			
Counter			
Exhaust Fan			
Curtain Rods			
Towel Bars, Etc			

Comments:

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### BATHROOM #2

	Move-In	Move-Out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Closet			
Elec. Fix.			

## RENTAL MOVE-IN and MOVE-OUT CHECKLIST

Cabinets		
Drawers		
Sink/Plumbing		
Toilet		
Shelves		
Mirror		
Tub/Shower		
Caulking		
Counter		
Exhaust Fan		
Curtain Rods		
Towel Bars, Etc		

Comments:

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### KITCHEN

	Move-In	Move-Out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Cabinets			
Drawers			
Sink/Plumb.			
Counters			
Fan			
Elec. Fix.			
Curtain Rods			
<b>DISHWASHER</b>			
Inside/Parts			
Outside			
Controls			
<b>REFRIGERATOR</b>			
Inside/Parts			
Outside			

## RENTAL MOVE-IN and MOVE-OUT CHECKLIST

Lights		
<b>STOVE/OVEN</b>		
Outside		
Burners		
Vent		
Controls		
Surface		
Light		
Racks		
Drip Pan		

Comments:

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### DINING ROOM

	Move-In	Move-Out	Cost
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Elec. Fix.			
Curtain Rods			

Comments:

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### OTHER

	Move-In	Move-Out	Cost
Deadbolt/Lock			
Yard			
Patio/Deck			
Front Porch			
Mailbox			
Outside Lights			
Storm Door			

## RENTAL MOVE-IN and MOVE-OUT CHECKLIST

Shed		
Garage		
Railing(s)		
Smoke Detector		

**\*\*smoke detectors must be left in place with batteries installed at all times\*\***

Comments:

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The entire unit is expected to be clean and in working order upon move-out. Carpet must be cleaned by the Resident with a Rug Doctor or professionally cleaned prior to move-out. Walls and ceilings should be clean and free of holes upon move-out. A \$45 per hour/per person fee will be charged for cleaning. A \$60 per hour, or according to severity and repair cost, will be billed for all damages. Routine maintenance needs are expected to be promptly reported to ERP, LLC throughout the duration of the Rental Agreement.

I/We hereby acknowledge that we have inspected the above-mentioned rental unit and have found everything to be in satisfactory condition unless otherwise noted. We understand that we are liable for any new damages that may occur during our Rental Agreement term.

*\*Any photos taken by Resident upon move-in have been sent to ERP, LLC via email, along with this form, to be referenced at the time of move-out.*

Resident's Signature:

Date:

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Resident's Signature:

Date:

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Resident's Signature:

Date:

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Resident's Signature:

Date:

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