

MOVE-OUT WALK THROUGH WORKSHEET

All bulbs needing replacement will be at a cost of \$7.00 each.

KITCHEN

	OK (yes/no)	COMMENTS
Floors clean (\$10)	_____	_____
Sink(\$5)	_____	_____
Stopper	_____	_____
Strainer	_____	_____
Countertops(\$5)	_____	_____
Cabinets(\$10)	_____	_____
Exhaust fan(\$5)	_____	_____
Dishwasher(\$10)	_____	_____
Refrigerator(\$50)	_____	_____
Clean	_____	_____
Light	_____	_____
Trays and Shelves	_____	_____
Freezer(\$10)	_____	_____
Microwave(\$10)	_____	_____
Range(\$50)	_____	_____
Range hood clean	_____	_____
Interior clean	_____	_____
Knobs	_____	_____
Pans/racks	_____	_____
Light switches(\$2)	_____	_____
Door(\$10)	_____	_____
Locks	_____	_____
Latches	_____	_____
Surfaces	_____	_____
Walls(\$10)	_____	_____

LIVING ROOM

	OK (yes/no)	COMMENTS
Floors(\$10)	_____	_____
Carpets(\$10)	_____	_____
Lights(\$5)	_____	_____
Windows(\$10)	_____	_____
Walls(\$10)	_____	_____
Doors(\$10)	_____	_____
Louvers intact	_____	_____
Locks	_____	_____
Latches	_____	_____
Surfaces	_____	_____
Doorstops	_____	_____
Ceiling fan(\$10)	_____	_____
Light Switches(\$2)	_____	_____

BATHROOM 1

Location: _____

	OK (yes/no)	COMMENTS
Toilet(\$10)	_____	_____
Faucets(\$5)	_____	_____
Sink(\$5)	_____	_____
Mirrors(\$2)	_____	_____
Shower enclosure(\$10)	_____	_____
Cabinet(\$5)	_____	_____
Tile(\$10)	_____	_____
Light Switches(\$2)	_____	_____
Floors(\$10)	_____	_____
Walls(\$10)	_____	_____
Windows(\$10)	_____	_____
Doors(\$10)	_____	_____
Locks	_____	_____
Latches	_____	_____
Surfaces	_____	_____

BATHROOM 2

Location: _____

	OK (yes/no)	COMMENTS
Toilet(\$10)	_____	_____
Faucets(\$5)	_____	_____
Sink(\$5)	_____	_____
Mirrors(\$2)	_____	_____
Shower enclosure(\$10)	_____	_____
Cabinet(\$5)	_____	_____
Tile(\$10)	_____	_____
Light Switches(\$2)	_____	_____
Floors(\$10)	_____	_____
Walls(\$10)	_____	_____
Windows(\$10)	_____	_____
Doors(\$10)	_____	_____
Locks	_____	_____
Latches	_____	_____
Surfaces	_____	_____

BATHROOM 3

Location: _____

	OK (yes/no)	COMMENTS
Toilet(\$10)	_____	_____
Faucets(\$5)	_____	_____
Sink(\$5)	_____	_____
Mirrors(\$2)	_____	_____
Shower enclosure(\$10)	_____	_____
Cabinet(\$5)	_____	_____
Tile(\$10)	_____	_____
Light Switches(\$2)	_____	_____
Floors(\$10)	_____	_____
Walls(\$10)	_____	_____
Windows(\$10)	_____	_____
Doors(\$10)	_____	_____
Locks	_____	_____
Latches	_____	_____
Surfaces	_____	_____

BEDROOM 1

Location: _____

	OK (yes/no)	COMMENTS
Walls(\$10)	_____	_____
Floors(\$10)	_____	_____
Carpets(\$10)	_____	_____
Lights(\$5)	_____	_____
Light Switches(\$2)	_____	_____
Windows(\$10)	_____	_____
Doors(\$10)	_____	_____
Locks	_____	_____
Latches	_____	_____
Surfaces	_____	_____

BEDROOM 2

Location: _____

	OK (yes/no)	COMMENTS
Walls(\$10)	_____	_____
Floors(\$10)	_____	_____
Carpets(\$10)	_____	_____
Lights(\$5)	_____	_____
Light Switches(\$2)	_____	_____
Windows(\$10)	_____	_____
Doors(\$10)	_____	_____
Locks	_____	_____
Latches	_____	_____
Surfaces	_____	_____

BEDROOM 3

Location: _____

	OK (yes/no)	COMMENTS
Walls(\$10)	_____	_____
Floors(\$10)	_____	_____
Carpets(\$10)	_____	_____
Lights(\$5)	_____	_____
Light Switches(\$2)	_____	_____

Windows(\$10)	_____	_____
Doors(\$10)	_____	_____
Locks	_____	_____
Latches	_____	_____
Surfaces	_____	_____

HALLWAY 1

Location: _____

	OK (yes/no)	COMMENTS
Floor(\$10)	_____	_____
Walls(\$10)	_____	_____
Stairway(\$10)	_____	_____
Light switches(\$2)	_____	_____
Doors(\$10)	_____	_____
Locks	_____	_____
Latches	_____	_____
Surfaces	_____	_____

HALLWAY 2

Location: _____

	OK (yes/no)	COMMENTS
Floor(\$10)	_____	_____
Walls(\$10)	_____	_____
Stairway(\$10)	_____	_____
Light switches(\$2)	_____	_____
Doors(\$10)	_____	_____
Locks	_____	_____
Latches	_____	_____
Surfaces	_____	_____

UTILITY ROOM

	OK (yes/no)	COMMENTS
Washer(\$25)	_____	_____
Dryer(\$25)	_____	_____
Central Air Conditioning	_____	_____
Filter(\$10)	_____	_____
Attic (\$30)	_____	_____

GARAGE

	OK (yes/no)	COMMENTS
Walls(\$10)	_____	_____
Floor(\$5)	_____	_____
Light switches(\$2)	_____	_____

EXTERIOR OF STRUCTURE

	OK (yes/no)	COMMENTS
Driveway(\$25)	_____	_____
Sidewalks(\$10)	_____	_____
Screens(\$50)	_____	Add screens must be replaced if missing or damaged
Main entry door(\$10)	_____	_____
Deck/patio door(\$10)	_____	_____
Other exterior doors(\$10)	_____	_____
Patio(\$25)	_____	_____
Deck/porch(\$10)	_____	_____
Trash(\$50 if left at curb)	_____	_____
Lawn maintenance(\$150)	_____	Lawn must be mowed and free from trash_____
Damaged Blinds (\$100)	_____	_____
Door Weather Strips (\$45ea)	_____	_____
Exterior Painting (non-normal wear)	_____	_____

MISCELLANEOUS

	OK (yes/no)	COMMENTS
Utility Reconnect Fee	_____	\$200.00 if power is not left on 3 days follow end of lease date, per lease._____
Steam Cleaning (per lease)	_____	_____
Missing Keys (\$10)	_____	_____
Drip pans (\$10 each)	_____	Must be replaced, new when moved in._____
Painted Walls (\$200.00 each)	_____	Any wall painted by tenant will cost \$200.00 to repaint
_____	_____	_____
_____	_____	_____
_____	_____	_____

Repairs needed:

SUMMARY:

Security Deposit Received: _____

Pet Security Deposit Received: _____

Rent Balance: _____

Total Security Deposit Deductions: _____

Total Pet Deposit Deduction: _____

Deposit Returned/Owed: _____