

MOVE-IN CONDITION STATEMENT

Complex Name _____

Building/Apartment# _____

Resident(s) _____

Date Issued _____ Return By _____

Date Returned

Diagram Issued

Diagram Returned

I (we) have inspected this apartment before move-in and have noted its condition on this form. I (we) understand that I (we) will be responsible for any damages other than what is listed.

Resident(s) Signature _____ Date _____

Please thoroughly inspect your apartment for imperfections. List any items below. Please report any items that require prompt attention when returning this statement to management. Management will hold the mailbox key for the units to which they apply, until this statement is returned. If management does not receive this statement by the listed return date, it will be assumed that resident(s) found the entire apartment to be in good condition.

Signature _____ Date _____

Signature _____ Date _____

| Keys: | Quantity | Issued By | Date |
|----------------|----------|-----------|-------|
| Security Door | _____ | _____ | _____ |
| Apartment Door | _____ | _____ | _____ |
| Bedroom Door | _____ | _____ | _____ |
| Garage | _____ | _____ | _____ |
| Storage Locker | _____ | _____ | _____ |
| Mailbox | _____ | _____ | _____ |

Post Office PO Box No Key Work Order By: _____

| Apartment | OK | Move-In Condition | W/O | Apartment | OK | Move-In Condition | W/O |
|----------------------------------|----|-------------------|-----|---------------------------|----|-------------------|-----|
| Living Room & Entry | | | | Bedroom(s) A B C D | | | |
| Carpeting | | | | Walls & Ceiling | | | |
| Windows/Screens | | | | Carpeting | | | |
| Air Conditioner | | | | Windows/Screens | | | |
| Lights & Fixtures | | | | Closet/Doors | | | |
| Furniture | | | | Lights & Fixtures | | | |
| Blinds | | | | Bed & Mattress | | | |
| Linoleum | | | | Blinds | | | |
| Registers | | | | Bedroom(s) A B C D | | | |
| Front Door | | | | Walls & Ceiling | | | |
| Kitchen & Dining Room | | | | Carpeting | | | |
| Walls & Ceiling | | | | Windows/Screens | | | |
| Carpet & Linoleum | | | | Closet/Doors | | | |
| Stove/Burner Pans | | | | Lights & Fixtures | | | |
| Refrigerator | | | | Bed & Mattress | | | |
| Vent Hood/Filter | | | | Blinds | | | |
| Sink/Disposal | | | | Bedroom(s) A B C D | | | |
| Cabinets/Counter | | | | Walls & Ceiling | | | |
| Lights & Fixtures | | | | Carpeting | | | |
| Microwave | | | | Windows/Screens | | | |
| Table & Chairs | | | | Closet/Doors | | | |
| Windows/Screens | | | | Lights & Fixtures | | | |
| Blinds | | | | Bed & Mattress | | | |
| Dishwasher | | | | Blinds | | | |
| Bathroom | | | | Bedroom(s) A B C D | | | |
| Walls & Ceiling | | | | Walls & Ceiling | | | |
| Shower/Tub/Rod | | | | Carpeting | | | |
| Toilet | | | | Windows/Screens | | | |
| Vanity/Cabinets | | | | Closet/Doors | | | |
| Towel Bars | | | | Lights & Fixtures | | | |
| Linoleum | | | | Bed & Mattress | | | |
| Lights & Fixtures | | | | Blinds | | | |
| Miscellaneous | | | | Other | | | |
| Smoke Detector | | | | | | | |
| Fire Extinguisher | | | | | | | |
| Light Bulbs | | | | | | | |
| Entry Hallways | | | | | | | |
| Closet Doors | | | | | | | |
| In-Unit Washer/Dryer | | | | | | | |