

# Landlord-Tenant Checklist

## GENERAL CONDITION OF RENTAL UNIT AND PREMISES

Street Address \_\_\_\_\_ Unit Number \_\_\_\_\_ City \_\_\_\_\_

	Condition on Arrival	Condition on Departure	Estimated Cost of Repair/Replacement
<b>LIVING ROOM</b>			
Floors & Floor Coverings			
Drapes & Window Coverings			
Walls & Ceilings			
Light Fixtures			
Windows, Screens & Doors			
Front Door & Locks			
Fireplace			
Other			
Other			
<b>KITCHEN</b>			
Floors & Floor Coverings			
Walls & Ceilings			
Light Fixtures			
Cabinets			
Counters			
Stove/Oven			
Refrigerator			
Dishwasher			
Garbage Disposal			
Sink & Plumbing			
Windows, Screens & Doors			
Other			
Other			
<b>DINING ROOM</b>			
Floors & Floor Covering			
Walls & Ceilings			
Light Fixtures			
Windows, Screens & Doors			
Other			

	Condition on Arrival		Condition on Departure		Estimated Cost of Repair/Replacement	
	Bath 1	Bath 2	Bath 1	Bath 2		
<b>BATHROOM(S)</b>						
Floors & Floor Coverings						
Walls & Ceilings						
Windows, Screens & Doors						
Light Fixtures						
Bathtub/Shower						
Sink & Counters						
Toilet						
Other						
Other						
<b>BEDROOM(S)</b>	<b>Bdrm 1</b>	<b>Bdrm 2</b>	<b>Bdrm 3</b>	<b>Bdrm 1</b>	<b>Bdrm 2</b>	<b>Bdrm 3</b>
Floors & Floor Coverings						
Windows, Screens & Doors						
Walls & Ceilings						
Light Fixtures						
Other						
Other						
Other						
Other						
<b>OTHER AREAS</b>						
Heating System						
Air Conditioning						
Lawn/Garden						
Stairs and Hallway						
Patio, Terrace, Deck, etc.						
Basement						
Parking Area						
Other						
Other						
Other						
Other						
Other						

Tenants acknowledge that all smoke detectors and fire extinguishers were tested in their presence and found to be in working order, and that the testing procedure was explained to them. Tenants agree to test all detectors at least once a month and to report any problems to Landlord/Manager in writing. Tenants agree to replace all smoke detector batteries as necessary.

FURNISHED PROPERTY

	Condition on Arrival		Condition on Departure		Estimated Cost of Repair/Replacement	
<b>LIVING ROOM</b>						
Coffee Table						
End Tables						
Lamps						
Chairs						
Sofa						
Other						
Other						
<b>KITCHEN</b>						
Broiler Pan						
Ice Trays						
Other						
Other						
<b>DINING AREA</b>						
Chairs						
Stools						
Table						
Other						
Other						
<b>BATHROOM(S)</b>	<b>Bath 1</b>	<b>Bath 2</b>	<b>Bath 1</b>	<b>Bath 2</b>		
Mirrors						
Shower Curtain						
Hamper						
Other						
<b>BEDROOM(S)</b>	<b>Bdrm 1</b>	<b>Bdrm 2</b>	<b>Bdrm 3</b>	<b>Bdrm 1</b>	<b>Bdrm 2</b>	<b>Bdrm 3</b>
Beds (single)						
Beds (double)						
Chairs						
Chests						
Dressing Tables						
Lamps						
Mirrors						
Night Tables						
Other						

	Condition on Arrival	Condition on Departure	Estimated Cost of Repair/Replacement
Other			
<b>OTHER AREAS</b>			
Bookcases			
Desks			
Pictures			
Other			
Other			

Use this space to provide any additional explanation:

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Landlord-Tenant Checklist completed on moving in on \_\_\_\_\_, and approved by:

\_\_\_\_\_ and \_\_\_\_\_  
 Landlord/Manager Tenant

\_\_\_\_\_  
 Tenant

\_\_\_\_\_  
 Tenant

Landlord-Tenant Checklist completed on moving out on \_\_\_\_\_, and approved by:

\_\_\_\_\_ and \_\_\_\_\_  
 Landlord/Manager Tenant

\_\_\_\_\_  
 Tenant

\_\_\_\_\_  
 Tenant