

MOVE-IN/MOVE-OUT CHECKLIST

This move-in/move-out checklist is hereby made a part of the Lease Agreement dated _____ by and between Estes Properties, LLC (Lessor), and _____ (Lessee), for premises located at _____.

Move-In Date _____ Move-Out Date _____

*Inspection Date _____ Inspection Date _____

1. This checklist is to be completed by the Lessee upon moving in and Lessor upon Lessee moving out of the property. Lessee is encouraged to be present during move out inspection.
 2. Lessee shall have 3 (three) days after taking possession in which to complete this checklist to include any defects in the property and deliver completed checklist to Lessor along with photos documenting any defects. Failure to supply Lessor with this completed checklist and photos within the time specified shall constitute Lessee's acknowledgement that there are no defects and that in fact the Lessee has accepted the premises and appliances in good and satisfactory condition.
 3. Lessee shall leave the premises in the same or better condition as when accepted by the Lessee, reasonable wear expected.
 4. Tenant: note if an amenity is not on site at your unit by writing in Not In Unit.
- * Pre-move in video's are on file for all Estes Properties residential units.

MOVE IN/MOVE OUT CONDITION ESTIMATE COMMENTS

KEYS (\$150.00 fine if tenant changed lock)	
Mailbox	
Door	
Dead Bolt	
Garage Door Opener	
GENERAL ITEMS	
Carpets - Clean	
Trash and personal items removed	
Wall surfaces clean	
Paint Condition	
Blinds, curtains, & shades	
Doors – frames, hardware, function	
Windows work properly - Clean	
Screens on Windows	
Lighting fixtures & bulbs	
Electrical outlets work - covers	
Smoke detectors work	
Ceiling fans – quantity _____	
Washer-Clean and Working	
Drier – Clean and Working	
Other:	
HEATING AND AIR COND.	
Clean & working	
Furnace filters	
MOVE IN/MOVE OUT	
CONDITION ESTIMATE COMMENTS	

KITCHEN (Including Cabinets)-Clean	
Refrigerator - Clean & Working	
Stove - Clean & Working	
Fan, Filter & Hood - Clean & Working	
Dishwasher – Clean & Working	
Disposal.- Clean & Working	
Condition of Counter Tops	
Light Bulbs	
Other:	
BATHROOM #1- Clean	
Plumbing Working Properly	
Fan - Clean & Working	
Paper Holder & Towel Bar Secure	
Light Bulbs	
Mirrors Clean	
Other:	
BATHROOM #2- Clean	
Plumbing Working Properly	
Fan - Clean & Working	
Paper Holder & Towel Bar Secure	
Light Bulbs	
Mirrors Clean	
Other:	
BATHROOM #3- Clean	
Plumbing Working Properly	
Fan - Clean & Working	
Paper Holder & Towel Bar Secure	
Light Bulbs	
Mirrors Clean	
Other:	
YARD- Clean	
Front – Plants	
Front – Landscaping	
Back – Plants	
Back Landscaping	
Watering System/Timer	
Debris removed	

By signing below I/we accept the Move-In/Move-Out Checklist as a part of the lease agreement and agree that it is an accurate account of the condition and contents of said premises and acknowledge receiving a copy hereof. I/we also agree to pay for any damages to the property and contents other than normal wear.

LESSEE: _____ DATE: _____

LESSEE: _____ DATE: _____

LESSOR: _____ DATE: _____