# Move-In Inspection Form

This worksheet is designed to help you inspect your rental upon move in. Assess everything on this list and document all the problems you see. Thorough documentation will ensure that you receive your security deposit back when you move. Take photos of any problems in the unit to provide proof upon move out.

# Move-in inspection for: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Address of rental)

| Item | Yes | **No** | **N/A** | **Comments** |
| --- | --- | --- | --- | --- |
| **KITCHEN** |
| Is there adequate lighting in the kitchen? |  |  |  |  |
| Is there an electrical outlet in the kitchen that works? |  |  |  |  |
| Is there a sink with hot and cold running water? Does the water drain quickly? |  |  |  |  |
| Is the stove in good working condition? *(Do the burners work? Does the oven work? If it’s a gas stove, do you smell gas when the stove is turned off? Are there any broken or missing parts?)* |  |  |  |  |
| Is the refrigerator in good working condition? *(Do the refrigerator and the freezer seem cold enough? Are there any broken or missing parts?)*  |  |  |  |  |
| If there is a dishwasher, is it in good working condition? |  |  |  |  |
| If there is a garbage disposal, does it work? |  |  |  |  |
| **BATHROOM** |
| Is the toilet in adequate condition? *(Flush the toilet—Does it empty? Does it fill? Does the water keep running after the bowl fills? Does it look like there have been leaks around the toilet? Where is the shut-off valve; does it work?)* |  |  |  |  |
| Is there a sink with hot and cold running water? Does the water drain quickly? |  |  |  |  |
| Is there a tub and/or shower with hot and cold running water? Does the water drain quickly? |  |  |  |  |
| Is there ventilation from a fan or window in the bathroom? |  |  |  |  |
| **GENERAL UNIT CONDITION** |
| Does the furnace/heater work?*(If it’s cold enough outside for the furnace to be turned on, is there enough heat? Too much? Is the apartment temperature hotter or colder than the thermostat setting?)* |  |  |  |  |
| Do all of the windows open and close?Do the windows have working locks?  |  |  |  |  |
| Are any of the windows broken? Are any of the storm windows or screens broken or missing? |  |  |  |  |
| Do all windows have curtains, blinds, shades, or other coverings? |  |  |  |  |
| Is there a working deadbolt lock on the front/back door of the apartment?  |  |  |  |  |
| Do you see any water stains on the walls or ceilings? If so, has the leak been fixed? |  |  |  |  |
| If there are hardwood floors, do you see any deep scratches, burns, black marks, or places where the wood is worn down?  |  |  |  |  |
| If there is carpeting, do you see any stains, burns, or tears?  |  |  |  |  |
| Are there any holes or large cracks in the walls or ceiling?  |  |  |  |  |
| Are there places where the paint is peeling or flaking? *(If so, find out if the unit was built before 1978. If so, and if children will be living in the unit, repair of the paint is very important because it could cause lead poisoning.)* |  |  |  |  |
| Does the unit have a working smoke detector and carbon monoxide detector? (Ask how you can test it) |  |  |  |  |
| Do you see any exposed wires, missing light switch or outlet covers, or broken or missing ceiling lights? |  |  |  |  |
| Is there any evidence of bugs or rodents? (Eg. Excrement, scratches, chewed wood) |  |  |  |  |
| Is there a fire exit that is easily accessible? |  |  |  |  |
| Is there adequate lighting in the stairwells and hallways? |  |  |  |  |
| Are the stairwells and hallways free of garbage, graffiti, and hazards? |  |  |  |  |
| Are the mailboxes locked and in good condition? |  |  |  |  |
| Are there problems with the yard: trash, broken fence, hazardous sidewalk, etc.? |  |  |  |  |