

PLEASE RETURN TO MKB PROPERTY MANAGEMENT FOR DOCUMENTATION OF YOUR MOVE IN.

MOVE-IN / MOVE-OUT CHECK LIST

PROPERTY ADDRESS _____

TENANT: _____

MOVE-IN DATE: _____

MOVE-OUT DATE: _____

DESCRIPTION	NEW	FAIR	OK/ON/ CLEAN	SCRATCHED MARRED	REPAIRS
◆ KITCHEN					
Ceiling/Walls					
Flooring					
Door/Slider					
Stove/Oven					
Hood/Filter					
Dishwasher					
Sink/Counter					
Garbage Disposal					
Refrigerator					
Window/Screens					
Blinds/Drapes					
Cabinets					
OTHER					
◆ DINING ROOM					
Ceiling/Walls					
Flooring					
Light Fixture/Ceiling Fan					
Door/Slider/Screen					
Window/Screens					
OTHER					
◆ LIVING ROOM					
Ceiling/ Walls					
Flooring					
Door/Slider/Screen					
Window/Screens					
Light Fixture					
Fireplace					
Drapes/Blinds					
Ceiling Fan					
OTHER					
◆ FAMILY ROOM					
Ceiling/Walls					
Flooring					
Door/Slider/Screen					
Window/ Screens					
Light Fixture/Ceiling Fan					
Fireplace					
Drapes/Blinds					
OTHER					

DESCRIPTION	NEW	FAIR	OK/ON/ CLEAN	SCRATCHED MARRIED	REPAIRS
◆LAUNDRY ROOM					
Flooring					
Window/Screens					
Light Fixture					
Vent					
Cabinets					
OTHER					
◆HALL BATH					
Ceiling/Walls					
Flooring					
Door					
Sink/Counter					
Toilet					
Tub/Shower					
Light Fixture					
Window/Screens					
Vent					
T.P. Holder / T. Racks					
OTHER					
◆BEDROOM #1					
Ceiling / Walls					
Flooring					
Window/Screens					
Drapes/ Blinds					
Light Fixture					
Closet					
OTHER					
◆HALL/ENTRY					
Closets					
Door					
Flooring					
Light Fixture					
SMOKE ALARM					
CENTRAL HEAT & AIR					
WALL HEAT					
WALL AIR					
◆BEDROOM #2					
Ceiling / Walls					
Flooring					
Window/Screens					
Drapes/ Blinds					
Light Fixture					
Closet					
OTHER					

DESCRIPTION	NEW	FAIR	OK/ON/ CLEAN	SCRATCHED MARRED	REPAIRS
◆MASTER BATH					
Ceiling/ Walls					
Flooring					
Door					
Sink/Counters					
Toilet					
Tub/Shower					
Light Fixture					
Window/Screen					
Vent					
T.P. Holder / T. Racks					
OTHER					
◆BEDROOM #3					
Ceiling / Walls					
Flooring					
Window/Screens					
Drapes/ Blinds					
Light Fixture					
Closet					
OTHER					
◆BEDROOM #4					
Ceiling / Walls					
Flooring					
Window/Screens					
Drapes/ Blinds					
Light Fixture					
Closet					
OTHER					
◆BATH #3					
Ceiling/ Walls					
Flooring					
Door					
Sink/Counters					
Toilet					
Tub/Shower					
Light Fixture					
Window/Screen					
Vent					
T.P. Holder / T. Racks					
OTHER					

