Move-In Inspections

**Who:** New tenants

**What:** Any repairs needed and overall condition of the unit

**Where:** Inside the rental unit

**When:** At the start of each new lease

**Why:** To establish a baseline in case of future tenant damages

- Door Locks and Hardware
- Bathroom Appliances
- Drawers and Cabinets
- Heating and AC
- Kitchen Appliances
- Walls and Ceilings
- Counters and Surfaces
- Sinks and Plumbing

**Notes:**

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Move-Out Inspections

**Who:** Tenants at the end of their lease

**What:** Condition of the unit compared to move-in

**Where:** Inside the rental unit

**When:** As the tenant is moving out

**Why:** To ensure tenant responsibility for damages

- Heating or Radiators
- Carbon Monoxide Alarms
- Electrical Outlets
- Wall Paint
- Smoke Detectors
- Light Fixtures
- Bathroom Plumbing
- Kitchen Appliances

**Notes:**

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Routine Inspections

Who: Current tenants
What: Major repairs or cleanliness issues
Where: Inside the rental unit
When: Every 3-6 months
Why: Identify any major issues that could cause long-term damage

- Floor Scratches
- Leaky Refrigerator
- Wall Dents
- Mold Growth
- Stained Carpet
- Torn Blinds
- Broken Air Conditioning
- Missing Cabinet Doors

Notes: ________________________________
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Drive-By Inspections

Who: Current tenants
What: Overall condition of the property
Where: Outside the unit on the property grounds
When: Every two weeks
Why: Anything amiss could signal the need for a routine inspection

- Trimmed Yard
- Empty Trash Bins
- Calm Atmosphere
- Clean Property
- Clear Walkways
- No Weeds
- Presentable Porch/Deck
- Emptyed Mailboxes

Notes: ____________________________________________________________
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