

MOVE-IN, INITIAL INSPECTION, MOVE-OUT INSPECTION FORM

Resident Name(s): _____ Move-in Date: _____
 Rental Unit Address: _____ Move-out Date: _____

CODES: NEW - Brand New • CLN – Clean • STN – Stained • SCR – Scratched • REP - Needs Repair • RPL - Needs Replacement
 F PNT - Needs Full Paint • T/U PNT - Needs Touch-up Paint • F CLN - Needs Full Clean • T/U CLN - Needs Touch-up Cleaning

Kitchen	Move-in	Initial	Move-out
Walls and Ceiling			
Floor/Floor Covering			
Counters			
Sink, Faucet			
Drain, Plumbing			
Garbage Disposal			
Light Fixture(s), Bulb(s)			
Light Switches, Outlets			
Door & Door Hardware			
Window(s) & Screen(s)			
Cabinets			
Other:			
Appliances	Move-in	Initial	Move-out
Stove			
Range Hood			
Refrigerator			
Dishwasher			
Microwave			
Washing Machine			
Dryer			
Other:			
Living Room	Move-in	Initial	Move-out
Walls and Ceiling			
Floor/Floor Covering			
Light Fixture(s), Bulb(s)			
Light Switches, Outlets			
Door & Door Hardware			
Window(s) & Screen(s)			
Closet			
Furniture (if any)			
Other:			
Dining Room	Move-in	Initial	Move-out
Walls and Ceiling			
Floor/Floor Covering			
Light Fixture(s), Bulb(s)			
Light Switches, Outlets			
Door & Door Hardware			
Window(s) & Screen(s)			
Furniture (if any)			
Other:			

Bedroom #1	Move-in	Initial	Move-out
Walls and Ceiling			
Floor/Floor Covering			
Light Fixture(s), Bulb(s)			
Light Switches, Outlets			
Closet Door(s)			
Door & Door Hardware			
Window(s) & Screen(s)			
Furniture (if any)			
Other:			
Bedroom #2	Move-in	Initial	Move-out
Walls and Ceiling			
Floor/Floor Covering			
Light Fixture(s), Bulb(s)			
Light Switches, Outlets			
Closet Door(s)			
Door & Door Hardware			
Window(s) & Screen(s)			
Furniture (if any)			
Other:			
Bedroom #3	Move-in	Initial	Move-out
Walls and Ceiling			
Floor/Floor Covering			
Light Fixture(s), Bulb(s)			
Light Switches, Outlets			
Closet Door(s)			
Door & Door Hardware			
Window(s) & Screen(s)			
Furniture (if any)			
Other:			
Other Areas	Move-in	Initial	Move-out
Entry Door(s)			
Furnace/Heater			
Air Conditioning			
Fireplace			
Balcony, Patio, Terrace			
Lawn, Ground Covering			
Garage or Parking Area			
Storage			
Water Heater			
Other:			

Comments: _____



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Bathroom #1	Move-in	Initial	Move-out
Walls and Ceiling			
Floor/Floor Covering			
Counters			
Sink, Faucet			
Shower/Tub, Faucet			
Drains, Plumbing			
Shower Door			
Toilet, Seat			
Caulking			
Towel Rack(s)			
Medicine Cab/Mirror			
Exhaust Fan			
Cabinet/Linen Closet			
Light Fixture(s), Bulb(s)			
Light Switches, Outlets			
Linen Closet/Cabinet			
Door & Door Hardware			
Window(s) & Screen(s)			
Bathroom #2	Move-in	Initial	Move-out
Walls and Ceiling			
Floor/Floor Covering			
Counters			
Sink, Faucet			
Shower/Tub, Faucet			
Drains, Plumbing			
Shower Door			
Toilet, Seat			
Caulking			
Towel Rack(s)			
Medicine Cab/Mirror			
Exhaust Fan			
Cabinet/Linen Closet			
Light Fixture(s), Bulb(s)			
Light Switches, Outlets			
Linen Closet/Cabinet			
Door & Door Hardware			
Window(s) & Screen(s)			

Other – List Below	Move-in	Initial	Move-out
Keys to Unit - # Issued	# Issued		# Received
Front Door			
Dead Bolt			
Mailbox			
Common Area			
Remote			
Other:			

***Under California State Law**, the landlord may use a tenant's security deposit for four purposes:

- For unpaid rent;
- For cleaning the rental unit when the tenant moves out to make the unit as clean as it was when the tenant first moved in;
- For repair of damages, other than normal wear and tear, caused by the tenant or the tenant's guests; and
- If the lease or rental agreement allows it, for the cost of restoring or replacing furniture, furnishings, or other items of personal property (including keys), other than because of normal wear and tear;

*A landlord can withhold from the security deposit only those amounts that are reasonably necessary for these purposes. The security deposit cannot be used for repairing defects that existed in the unit before you moved in, for conditions caused by normal wear and tear during your tenancy or previous tenancies, or for cleaning a rental unit that is as clean as it was when you moved in. A rental agreement or lease can never state that a security deposit is "nonrefundable."

***Under California Law**, 21 calendar days or less after you move, your landlord must either:

- Send you a full refund of your security deposit, or
- Mail or personally deliver to you an itemized statement that lists the amounts of any deductions from your security deposit and the reasons for the deductions, together with a refund of any amounts not deducted.

**Information from California Department of Consumer Affairs Website*

Move-In Inspection

Resident	Date
Resident	Date
Resident	Date
Resident	Date
Owner/Agent	Date

Initial Inspection	Resident Received Copy?	Yes/No
Owner/Agent	Date	
Final Inspection	Resident Received Copy?	Yes/No
Resident	Date	
Owner/Agent	Date	

