



Tenant Move- In & Move Out Inspection Checklist

Instructions: Tenants must complete the inspection form and email it to inspections@redbrickmgmt.com within 48 hours of their move-in date. Along with the form, tenants are required to submit clear photographs documenting the property's condition. If photos are not submitted, the most recent inspection photos on file will be used as the baseline for the property's condition. Any items noted on the inspection form that tenants wish to have repaired or addressed must be submitted as a separate maintenance request through the resident portal, accompanied by supporting photographs. This inspection document and the accompanying photos will serve as the reference for determining any security deposit deductions for cleaning or repairs after move-out.

Tenant Name(s):

Address & Apt. No:

City:

State:

Zip:

Move-In Date:

Inspection Date:

Time:

By:

Unless otherwise noted, the premises are in clean, good working order and undamaged. Use the key below.

Key & Abbreviations

NC Needs Cleaning

NSC Needs Spot Cleaning

NP Needs Painting

NSP Needs Spot Painting

NR Needs Repair

RP Needs Replacing

ENTRY / HALL

	Move-In	Move Out	Notes
Floor			
Walls			
Ceiling			
Light fixtures			
Outlets/switches			
Closet			
Stairs			

Comments :



LIVING ROOM

	Move-In	Move Out	Notes
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Shades/blinds			
Closet			
Light fixtures			
Outlets/switches			
Lightbulbs			

Comments :

BEDROOM #1

	Move-In	Move Out	Notes
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Shades / Blinds			
Closets			
Light fixtures			
Light fixtures			
Lightbulbs			

Comments :

BEDROOM #2

	Move-In	Move Out	Notes

Comments :



BATHROOM #1

BATHROOM #2

	Move-In	Move Out	Notes
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Cabinets			
Drawers			
Sink/plumbing			
Shelves			
Mirror			
Tub/shower			
Caulking			
Counter			
Fan			
Light fixtures			
Lightbulbs			
Outlets/switches			
TOILET			
Bowl			
Seat			
Flush			

	Move-In	Move Out	Notes

Comments :

Comments :



KITCHEN

	Move-In	Move Out	Notes
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Cabinets			
Drawers			
Sink/plumbing			
Counters			
Fan			
Light fixtures			
Lightbulbs			
DISHWASHER			
Interior/parts			
Exterior			
Controls			
REFRIGERATOR			
Interior/parts			
Exterior			
Lights			
STOVE/OVEN			
Exterior			
Burners			
Vent			
Timer/controls			
Surface			
Light			
Racks			
Drip pan			

Comments :



DINING ROOM

	Move-In	Move Out	Notes
Floor			
Walls			
Ceiling			
Doors			
Windows			
Screens			
Shades/blinds			
Light fixtures			
Outlets/switches			

Comments :

MECHANICAL

	Move-In	Move Out	Notes
Water heater			
Smoke detector			
Thermostat			
Heating			
A/C			

Comments :

OTHER

	Move-In	Move Out	Notes
Parking area			
Lawn/Garden			
Patio/Deck			
Washer/Dryer			

Comments :



TOTAL COST OF DAMAGES \$ _____

I/we, _____ (tenants), understand that unless otherwise noted, all damages are under the tenant's responsibility and will be deducted from the security deposit upon move-out.

Videos and/or photographs have been taken of the unit: **YES** **NO**

If yes, the original copies are in the possession of the **LANDLORD** **TENANT**

MOVE-IN INSPECTION

Landlord/Agent Signature

Tenant Signature

Tenant Signature

MOVE-OUT INSPECTION

Landlord/Agent Signature

Tenant Signature

Tenant Signature

Tenant's Forwarding Address:
