

**PROPERTY CONDITION CHECKLIST (MOVE-IN & MOVE-OUT INSPECTION)**

Post Office Box 3462, Shell Beach, CA 93448

(Phone: 805/610-3949)

Tenant(s): \_\_\_\_\_

Date: \_\_\_\_\_

Address: 2565 Solano Road, # \_\_\_\_\_, Shell Beach, CA 93449

Welcome and thank you for choosing to rent from us. **Please circle "Yes or No" in each of the following (LEFT-HALF SIDE) area only,** of the rental unit to confirm with us; that each is in satisfactory condition prior to moving in. Non-circled "Yes or NO" is considered satisfactory condition and/or not returning this form will be considered satisfactory condition. Any additional notes to this list must be submitted to management within 3-5 days of the date of this checklist. Thank you for your cooperation.

**You must complete this Left-half side below at Move-In**

**At Move-out Complete this Right-half Side**

	Is MOVE-IN Condition On Arrival Satisfactory		Comments	Is MOVE-OUT Condition on Departure Satisfactory		Estimated Cost of Repair/Replacement
	Yes	No		Yes	No	
<b>General</b>						
Mailbox	Yes	No	_____	Yes	No	_____
Carport	Yes	No	_____	Yes	No	_____
Driveway	Yes	No	_____	Yes	No	_____
Storage Door	Yes	No	_____	Yes	No	_____
Storage Area	Yes	No	_____	Yes	No	_____
Mail-box Keys	Yes	No	_____	Yes	No	_____
Front Door Keys	Yes	No	_____	Yes	No	_____
Hide-a-way Key	Yes	No	_____	Yes	No	_____
_____	Yes	No	_____	Yes	No	_____
_____	Yes	No	_____	Yes	No	_____
_____	Yes	No	_____	Yes	No	_____
<b>Outside Entrance</b>						
Outside wall	Yes	No	_____	Yes	No	_____
Porch way	Yes	No	_____	Yes	No	_____
Light Fixture	Yes	No	_____	Yes	No	_____
Doorbell	Yes	No	_____	Yes	No	_____
Screen-door	Yes	No	_____	Yes	No	_____
Front-door	Yes	No	_____	Yes	No	_____
Doorframe	Yes	No	_____	Yes	No	_____
Peephole	Yes	No	_____	Yes	No	_____
Deadbolt	Yes	No	_____	Yes	No	_____
Doorknob	Yes	No	_____	Yes	No	_____
_____	Yes	No	_____	Yes	No	_____
_____	Yes	No	_____	Yes	No	_____
_____	Yes	No	_____	Yes	No	_____
<b>Yard Area</b>						
Outside wall	Yes	No	_____	Yes	No	_____
Cement Grounds	Yes	No	_____	Yes	No	_____
Light Fixture	Yes	No	_____	Yes	No	_____
Doorbell	Yes	No	_____	Yes	No	_____
Screen-doors	Yes	No	_____	Yes	No	_____
Side-doors	Yes	No	_____	Yes	No	_____
Doorframe	Yes	No	_____	Yes	No	_____
Fencing	Yes	No	_____	Yes	No	_____
Deadbolt	Yes	No	_____	Yes	No	_____
Doorknobs	Yes	No	_____	Yes	No	_____
_____	Yes	No	_____	Yes	No	_____
_____	Yes	No	_____	Yes	No	_____

**Bedroom #1 & #2**

Bedroom Door	Yes No	_____
Ceiling	Yes No	_____
Walls	Yes No	_____
Windows	Yes No	_____
Mini Blinds	Yes No	_____
Window Screen	Yes No	_____
Switches/outlets	Yes No	_____
Heating system	Yes No	_____
Closet Doors	Yes No	_____
Closet Walls	Yes No	_____
Closet Rods	Yes No	_____
Floors/Carpet	Yes No	_____
Baseboard	Yes No	_____
Smoke Detector	Yes No	_____
_____	Yes No	_____
_____	Yes No	_____
_____	Yes No	_____

Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____

**Bathroom #1**

Bathroom Door	Yes No	_____
Ceiling	Yes No	_____
Light Fixtures	Yes No	_____
Exhaust Fan	Yes No	_____
Walls	Yes No	_____
Switches/outlets	Yes No	_____
Medicine Cabinet	Yes No	_____
Mirror	Yes No	_____
Sink Facets	Yes No	_____
Cabinet/Counter	Yes No	_____
Sink Bowl	Yes No	_____
Towel Rack	Yes No	_____
Bathtub/shower	Yes No	_____
Shower Faucet	Yes No	_____
Shower Door	Yes No	_____
Toilet	Yes No	_____
Toilet paper holder	Yes No	_____
Plumbing/drains	Yes No	_____
Baseboards	Yes No	_____
Floor/linoleum	Yes No	_____
_____	Yes No	_____
_____	Yes No	_____

Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____

**Bedroom #3 & #4**

Bedroom Door	Yes No	_____
Ceiling	Yes No	_____
Walls	Yes No	_____
Windows	Yes No	_____
Mini Blinds	Yes No	_____
Window Screen	Yes No	_____
Switches/outlets	Yes No	_____
Heating system	Yes No	_____
Closet Doors	Yes No	_____
Closet Walls	Yes No	_____
Closet Rods	Yes No	_____
Floors/Carpet	Yes No	_____
Baseboard	Yes No	_____
Smoke Detector	Yes No	_____
_____	Yes No	_____
_____	Yes No	_____
_____	Yes No	_____

Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____

**Complete this Left-half side at Move-In**

**At Move-out Complete this Right-half side**

**Bathroom #2**

Bathroom Door	Yes No	_____	Yes No	_____
Ceiling	Yes No	_____	Yes No	_____
Light Fixtures	Yes No	_____	Yes No	_____
Exhaust Fan	Yes No	_____	Yes No	_____
Walls	Yes No	_____	Yes No	_____
Switches/outlets	Yes No	_____	Yes No	_____
Medicine Cabinet	Yes No	_____	Yes No	_____
Mirror	Yes No	_____	Yes No	_____
Sink Facets	Yes No	_____	Yes No	_____
Cabinet/Counter	Yes No	_____	Yes No	_____
Sink Bowl	Yes No	_____	Yes No	_____
Towel Rack	Yes No	_____	Yes No	_____
Bathtub/shower	Yes No	_____	Yes No	_____
Shower Faucet	Yes No	_____	Yes No	_____
Shower Door	Yes No	_____	Yes No	_____
Toilet	Yes No	_____	Yes No	_____
Toilet paper holder	Yes No	_____	Yes No	_____
Plumbing/drains	Yes No	_____	Yes No	_____
Baseboards	Yes No	_____	Yes No	_____
Floor/linoleum	Yes No	_____	Yes No	_____
_____	Yes No	_____	Yes No	_____
_____	Yes No	_____	Yes No	_____

**Hallway**

Ceiling	Yes No	_____	Yes No	_____
Light fixture	Yes No	_____	Yes No	_____
WH Door	Yes No	_____	Yes No	_____
WH Storage Area	Yes No	_____	Yes No	_____
Water heater	Yes No	_____	Yes No	_____
Walls	Yes No	_____	Yes No	_____
Switches/outlets	Yes No	_____	Yes No	_____
Baseboard	Yes No	_____	Yes No	_____
Floors/Carpet	Yes No	_____	Yes No	_____
Smoke Detector	Yes No	_____	Yes No	_____
_____	Yes No	_____	Yes No	_____
_____	Yes No	_____	Yes No	_____

**Living room**

Ceiling	Yes No	_____	Yes No	_____
Walls	Yes No	_____	Yes No	_____
Switches/outlets	Yes No	_____	Yes No	_____
Heating system	Yes No	_____	Yes No	_____
Windows	Yes No	_____	Yes No	_____
Mini Blinds	Yes No	_____	Yes No	_____
Window Screen	Yes No	_____	Yes No	_____
Baseboards	Yes No	_____	Yes No	_____
Floors/Carpet	Yes No	_____	Yes No	_____
_____	Yes No	_____	Yes No	_____
_____	Yes No	_____	Yes No	_____

**Dining Area**

Ceiling	Yes No	_____	Yes No	_____
Light Fixture	Yes No	_____	Yes No	_____
Walls	Yes No	_____	Yes No	_____
Windows	Yes No	_____	Yes No	_____
Mini Blinds	Yes No	_____	Yes No	_____
Window Screen	Yes No	_____	Yes No	_____
Switches/outlets	Yes No	_____	Yes No	_____
Baseboards	Yes No	_____	Yes No	_____
Floor/linoleum	Yes No	_____	Yes No	_____
_____	Yes No	_____	Yes No	_____

**Complete this Left-half side at Move-In**

**At Move-out Complete this Right-half side**

**Kitchen Area**

Ceiling	Yes No	_____
Light Fixture	Yes No	_____
Walls	Yes No	_____
Switches/outlets	Yes No	_____
Stove/Oven	Yes No	_____
Range Hood	Yes No	_____
Refrigerator	Yes No	_____
Cabinets	Yes No	_____
Counter Tops	Yes No	_____
Sink	Yes No	_____
Sink Faucets	Yes No	_____
Garbage Disposal	Yes No	_____
Plumbing/drains	Yes No	_____
Baseboards	Yes No	_____
Floor/linoleum	Yes No	_____
Dishwasher	Yes No	_____
_____	Yes No	_____
_____	Yes No	_____

Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____

**Patio/Sun Room**

Outside wall	Yes No	_____
Porch/Balcony	Yes No	_____
Light Fixture	Yes No	_____
Doorbell	Yes No	_____
Screen-door	Yes No	_____
Front-door	Yes No	_____
Doorframe	Yes No	_____
Peephole	Yes No	_____
Deadbolt	Yes No	_____
Doorknob	Yes No	_____
_____	Yes No	_____
_____	Yes No	_____

Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____
Yes	No	_____

**Special Remarks (cleaning or repairs needed):**

\_\_\_\_\_

\_\_\_\_\_

**THIS SECTION TO BE COMPLETED AT MOVE-IN (LEFT HALF SIDE):**

We hereby acknowledge that we have inspected the above mentioned rental unit and have found everything to be in satisfactory condition except as stated otherwise. We understand that we are liable for any new damages that may occur during our occupancy. Receipt of a copy of this form is acknowledged by:

Resident(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Resident(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Owner/Management Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**AT MOVE-OUT THIS SECTION TO BE COMPLETED AND THE (RIGHT HALF SIDE):**

Resident(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Resident(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**(\*) Resident Forwarding Address:** \_\_\_\_\_

Rental Owner/Management: \_\_\_\_\_ Date: \_\_\_\_\_