

# MERRIMACK PROPERTY MANAGEMENT

PO Box 8624, Lowell, MA 01854

## TENANT MOVE IN AND MOVE OUT PROPERTY CHECKLIST

Tenant Name(s):

Address and Apt No.:

City:

State:

Zip:

Move in date:

Inspection Date:

By:

Move out date:

Inspection Date:

By:

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

<b>Kitchen</b>	<b>Move in condition</b>	<b>Move out condition</b>
Floors		
Walls		
Ceiling		
Doors		
Windows		
Screens		
Cabinets		
Drawers		
Electrical outlets		
Sink(s)		
Counter		
Fan/Light		
Light bulbs		

<b>Refrigerator</b>	<b>Move in condition</b>	<b>Move out condition</b>
Interior		
Exterior		
Light		

<b>Stove</b>	<b>Move in condition</b>	<b>Move out condition</b>
Exterior		
Burners		
Vent		
Timer/Controls		
Surface		
Light		
Racks		
Drip pan		

<b>Dishwasher</b>	<b>Move in condition</b>	<b>Move out condition</b>
Interior		
Exterior		
Controls		

<b>Bedroom #1</b>	<b>Move in condition</b>	<b>Move out condition</b>
Floor		
Walls		
Ceiling		
Doors		
Windows		
Screens		
Closet		
Shades/blinds		
Electrical fixtures		
Light bulbs		

<b>Bedroom #2</b>	<b>Move in condition</b>	<b>Move out condition</b>
Floor		
Walls		
Ceiling		
Doors		
Windows		
Screens		
Closet		
Shades/blinds		
Electrical fixtures		
Light bulbs		

<b>Bedroom #3</b>	<b>Move in condition</b>	<b>Move out condition</b>
Floor		
Walls		
Ceiling		
Doors		
Windows		
Screens		
Closet		
Shades/blinds		
Electrical fixtures		
Light bulbs		

<b>Bathroom #1</b>	<b>Move in condition</b>	<b>Move out condition</b>
Floor		
Walls/Tile		
Ceiling		
Doors		
Cabinets		
Drawers		
Sink		
Shelves		
Mirror		
Tub/Shower		
Caulking		
Counter		
Fan		
Toilet Bowl/Seat		
Towel rack		
Window(s)		
Electrical fixtures		
Light bulbs		

<b>Bathroom #2</b>	<b>Move in condition</b>	<b>Move out condition</b>
Floor		
Walls/Tile		
Ceiling		
Doors		
Cabinets		
Drawers		
Sink		
Shelves		
Mirror		
Tub/Shower		
Caulking		
Counter		
Fan		
Toilet Bowl/Seat		
Towel rack		
Window(s)		
Electrical fixtures		
Light bulbs		

<b>Living Room</b>	<b>Move in condition</b>	<b>Move out condition</b>
Floors		
Walls		
Ceiling		
Doors		
Windows		
Screens		
Window shades		
Closets		
Electrical outlets		

<b>Entrance/Hall</b>	<b>Move in condition</b>	<b>Move out condition</b>
Floor		
Walls		
Ceiling		
Doors		
Window(s)		
Screen(s)		
Closet		
Electrical fixtures		
Light bulbs		

<b>Front Porch</b>	<b>Move in condition</b>	<b>Move out condition</b>
Electrical fixtures		
Light bulbs		

<b>Back Porch</b>	<b>Move in condition</b>	<b>Move out condition</b>
Electrical fixtures		
Light bulbs		

<b>Garage</b>	<b>Move in condition</b>	<b>Move out condition</b>
Floors		
Walls		
Ceiling		
Electrical fixtures		
Light bulbs		

<b>Mechanical</b>	<b>Move in condition</b>	<b>Move out condition</b>
Water heater		
Smoke detector		
Thermostat		
Furnace		
Air conditioner		

<b>Keys</b>	<b>Move in condition</b>	<b>Move out condition</b>
Front door		
Mailbox		

Comments:

**Move in:**

The tenant(s) understand that unless otherwise noted, all discrepancies will be the tenant's responsibility and will be deducted from the security deposit at the time of move out.

Tenant(s):

Print Name(1):

Signature(1):

Date:

Print Name(2):

Signature(2):

Date:

Print Name(3):

Signature(3):

Date:

Landlord/Agent signature:

Date: