Move‑In / Move‑Out Checklist

This checklist is designed to help tenants and landlords keep track of property conditions during move-in and move-out. It ensures accountability and protects both parties from disputes.

# Move‑In Checklist

Use this section during your initial walkthrough before moving in.

* ☐ Inspect walls, floors, and ceilings for any damage or stains.
* ☐ Check all lights and electrical outlets for proper functionality.
* ☐ Ensure windows and doors open, close, and lock securely.
* ☐ Test all appliances (stove, refrigerator, microwave, etc.).
* ☐ Inspect plumbing in kitchen and bathroom for leaks.
* ☐ Check smoke detectors and fire extinguishers are present and functional.
* ☐ Note condition of furniture (if furnished).
* ☐ Take photos or videos of any existing issues.

# Move‑Out Checklist

Use this section during your final walkthrough before leaving the property.

* ☐ Clean all rooms thoroughly, including floors, windows, and surfaces.
* ☐ Remove all personal belongings.
* ☐ Patch any holes or marks on the walls.
* ☐ Defrost and clean the refrigerator and freezer.
* ☐ Empty and clean all trash cans.
* ☐ Turn off all lights and unplug appliances.
* ☐ Ensure all keys, remotes, or access cards are returned.
* ☐ Take final photos or videos to document condition.