

REALTY SELECT SERVICES, LLC

PLEASE and submit on line WITHIN 5 DAYS

PLEASE COMPLETE AND RETURN WITH IN FIVE DAYS OF MOVE IN DATE

THIS IS NOT A REPAIR REQUEST. IF REPAIRS ARE NEEDED GO TO OUR WEBSITE AND COMPLETE THE REPAIR REQUEST FORM. Hit SUBMIT and it comes to us electronically.

Below are the ITEMS THAT YOU DO NOT WANT TO BE CHARGED FOR UPON MOVE OUT

Property	Resident	Contact phone #
Bedrooms	Baths	Move-In Inspection Date
		Move-Out Inspection Date

Item	Condition		Cost to Correct
	Move-In	Move-Out	
ENTRANCE/HALLS			
Steps and landings			
Handrails			
Doors			
Hardware/Locks			
Floors/Coverings			
Walls/Coverings			
Ceilings			
Windows/Coverings			
Lighting ¹			
Electrical Outlets			
Closets ²			
Fire alarms/equipment			
Screens			
LIVING ROOM			
Floor/Coverings			
Walls/Coverings			
Ceiling			
Windows/Covering			
Lighting ¹			
Electrical outlets			
Screens			

Item	Condition			Cost to Correct
	Move-In		Move-Out	
DINING ROOM				
Floor/Coverings				
Walls/Coverings				
Ceiling				
Windows/Coverings				
Lighting ¹				
Electrical outlets				
Screens				
KITCHEN				
Range				
Refrigerator				
Sink/Faucets ³				
Floor/Coverings				
Walls/Coverings				
Ceiling				
Windows/Coverings				
Lighting ¹				
Electrical outlets				
Cabinets				
Closets/Pantry ²				
Exhaust fan				
Fire alarms/equipment				
Screens				
BEDROOM(S)				
	#1	#2	#3	
Doors and locks				
Floor/Coverings				
Walls/Coverings				
Ceiling				
Windows/Covering				
Closets ²				
Lighting ¹				
Electrical outlets				
Screens				

Item	Condition		Cost to Correct
	Move-In	Move-Out	
BATHROOM(S)	#1	#2	
Sink/Faucets ³			
Shower/Tub ³			
Curtain rack/Door			
Towel rack			
Toilet			
Doors/Locks			
Floor/Coverings			
Walls/Coverings			
Ceiling			
Windows/Coverings			
Closets ²			
Cabinets			
Exhaust fan			
Lighting ¹			
Electrical outlets			
Screens			
OTHER EQUIPMENT			
Heating Equipment			
Air-conditioning unit(s)	filter		
Hot-water heater			
Smoke/Fire alarms			
Thermostat			
Door bell			
TOTAL			
1. Fixtures, Bulbs, Switches, and Timers 2. Floor/Walls/Ceiling, Shelves/Rods, Lighting 3. Water pressure and Hot water			

Move-In

This unit **is in decent, safe and sanitary condition. .

Manager's Signature

I have inspected the property and found **this unit to be in decent, safe and sanitary condition. Any deficiencies are noted above. ** I recognize that I am responsible for keeping the property in good condition, with the exception of normal wear. I have 5 business days to submit any changes to this inspection form in writing.

Resident's Signature

Resident's Signature

	By	Date
Prepared	_____	_____
Reviewed	_____	_____
Prepared	_____	_____
Reviewed	_____	_____

Move-Out

Manager's Signature

___ Agree with move-out inspection

___ Disagree with move-out inspection

If disagree, list specific items of disagreement.

Resident's Signature

Resident's Signature

	By	Date
Prepared	_____	_____
Reviewed	_____	_____
Prepared	_____	_____
Reviewed	_____	_____