



# Rental Services, Inc.

(303) 420-1212 (800) 628-6414 FAX (303) 420-1477 FAX (800) 296-9902

## MOVE-IN MOVE-OUT INSPECTION AGREEMENT

(Apartment Community)

(Resident Name)

(Address)

(Apt. No.)

(Date)

	Move In	Move Out	Cost
<b>KITCHEN</b>			
Stove - Outside			
Burners			
Drip Pan			
Vent			
Timer - Controls			
Oven Racks			
Broiler/Pan			
Ice Cube Trays			
Light			
Floors			
<b>HOOD FILTER</b>			
Fan - Light			
<b>COUNTER AREA</b>			
Counter Top			
Sink/Faucets			
Drains/Disposal			
<b>DISHWASHER</b>			
Outside - Controls			
Inside (All Parts)			
<b>CABINETS/DOORS</b>			
Shelves/Drawers			
Under Sink			
<b>PATIO/BALCONY</b>			
Clean			
Seal Deck			
Repair			
<b>MECHANICAL</b>			
Hot Water Heater			
Furnace Unit			
Air-conditioner			
Air-conditioner Filter			
Air-conditioner Case			
T.V. Cable			
<b>BEDROOM</b>			

Floor Covering			
Walls & Covering			
Windows			
Screens			
Drapes			
Closet			
Other			
<b>BEDROOM</b>			
Floor Covering			
Walls & Covering			
Windows			
Screens			
Drapes			
Closet			
Other			
<b>BEDROOM</b>			
Floor Covering			
Walls & Covering			
Windows			
Screens			
Drapes			
Closet			
Other			
<b>BATHROOM</b>			
Windows			
Walls & Tile			
Floors			
Shelves			
Doors			
Mirror			
<b>TUB &amp; SHOWER</b>			
Clean			
Shower Doors/Runners			
<b>FIXTURES</b>			
Basin			
Drains			
Faucets			

Counter Tops			
Exhaust			
Bowl & Seal			
Towel Racks			
<b>BATHROOM</b>			
Windows			
Walls & Tile			
Floors			
Shelves			
Doors			
Mirror			
<b>TUB &amp; SHOWER</b>			
Clean			
Shower Doors/Runners			
<b>FIXTURES</b>			
Basin			
Drains			

Faucets			
Counter Tops			
Exhaust			
Bowl & Seal			
Towel Racks			
<b>LIVING ROOM</b>			
Floor Covering			
Walls & Covering			
Windows			
Screens			
Drapes			
<b>FIREPLACE</b>			
Clean			
Hearth			
Stonework			
Screen			
<b>TOTAL CHARGES</b>			

I understand that all discrepancies other than those above will be the Resident's responsibility and will be deducted from the Security Deposit at the time of move out.

_____	_____	_____
Signature of Manager/Owner	Date Move In	Resident Signature
_____	_____	_____
Signature of Manager/Owner	Date Move Out	Resident Signature

**DEPOSIT DISPOSITION**

DEQUIRED NOTICE GIVEN, DATE \_\_\_\_\_

LEASE DATE FROM \_\_\_\_\_ TO \_\_\_\_\_

BREACH OF CONTRACT \_\_\_\_\_

RENT COLLECTIONS:

CURRENT MONTH (COLLECTED) \$ \_\_\_\_\_

CURRENT MONTH (DUE) \$ \_\_\_\_\_

PREVIOUS MONTH (DUE) \$ \_\_\_\_\_

APARTMENT RE-RENTED, DATE \_\_\_\_\_

NEW RESIDENT PRORATE \$ \_\_\_\_\_

NEW RESIDENT MOVE-IN DATE \_\_\_\_\_

DATE PUBLIC SERVICE NOTIFIED \_\_\_\_\_

DEDUCTIONS FOR CLEANING & MINOR MAINTENANCE \$ \_\_\_\_\_

RENT FOR MONTH(S) OF \_\_\_\_\_ \$ \_\_\_\_\_

OTHER DEDUCTIONS:

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

TOTAL DEDUCTIONS: \$ \_\_\_\_\_

SECURITY DEPOSIT ON HAND: \$ \_\_\_\_\_

LESS TOTAL DEDUCTIONS: \$ \_\_\_\_\_

RENT REFUND \$ \_\_\_\_\_

TOTAL AMOUNT DUE RESIDENT: \$ \_\_\_\_\_

TOTAL AMOUNT DUE OWNER: \$ \_\_\_\_\_