



Move-In Inspections

Who: New tenants

What: Any repairs needed and overall condition of the unit

Where: Inside the rental unit

When: At the start of each new lease

Why: To establish a baseline in case of future tenant damages



- Door Locks and Hardware
- Bathroom Appliances
- Drawers and Cabinets
- Heating and AC
- Kitchen Appliances
- Walls and Ceilings
- Counters and Surfaces
- Sinks and Plumbing

Notes: _____



Move-Out Inspections

Who: Tenants at the end of their lease

What: Condition of the unit compared to move-in

Where: Inside the rental unit

When: As the tenant is moving out

Why: To ensure tenant responsibility for damages



- Heating or Radiators
- Carbon Monoxide Alarms
- Electrical Outlets
- Wall Paint
- Smoke Detectors
- Light Fixtures
- Bathroom Plumbing
- Kitchen Appliances

Notes: _____



Routine Inspections

Who: Current tenants

What: Major repairs or cleanliness issues

Where: Inside the rental unit

When: Every 3-6 months

Why: Identify any major issues that could cause long-term damage



- Floor Scratches
- Stained Carpet
- Leaky Refrigerator
- Torn Blinds
- Wall Dents
- Broken Air Conditioning
- Mold Growth
- Missing Cabinet Doors

Notes: _____



Drive-By Inspections

Who: Current tenants

What: Overall condition of the property

Where: Outside the unit on the property grounds

When: Every two weeks

Why: Anything amiss could signal the need for a routine inspection



Trimmed Yard

Clear Walkways

Empty Trash Bins

No Weeds

Calm Atmosphere

Presentable Porch/Deck

Clean Property

Emptied Mailboxes

Notes: _____
