

## RENTAL CHECKLIST

This rental checklist was produced by Off-Campus Life and is intended for use by both renters and landlords. Be sure to inspect the housing unit thoroughly and mark any damages or defaults that can be found. Proper inspection before signing a lease can ease the moving out process for all parties involved. After this sheet is filled out completely, have both the tenant(s) and the landlord sign the reverse side and distribute copies to all people involved. Also, make sketches or take pictures of the areas and attach to the form.

<b>LIVING AREA</b>	
Walls	
Ceiling	
Floor/Carpet	
Baseboards	
Windows/ Screens	
Electrical Outlets	
Light Fixtures	
Curtains/Rods/ Blinds	
Thermostat	
Furniture	
Other	
<b>DINING AREA</b>	
General Cleanliness	
Walls	
Ceiling	
Floor/Carpet	
Baseboards	
Windows/ Screens	
Electrical Outlets	
Light Fixtures	
Curtains/Rods/ Blinds	
Thermostat	
Furniture	
Other	
<b>BATHROOM</b>	
General Cleanliness	
Walls	

Ceiling	
Tub Faucet	
Toilet & Lid	
Cabinet/Mirror/ Shelves	
Sink	
Sink Faucets	
Plumbing	
Bathtub/ Shower	
Floor/Tile	
Baseboards	
Windows/ Screens	
Electrical Outlets	
Light Fixtures	
Curtains/Rods/ Blinds	
Exhaust Fan	
Door	
Other	
<b>KITCHEN AREA</b>	
Ceiling	
Floor/Carpet	
Baseboards	
Windows/ Screens	
Electrical Outlets	
Light Fixtures	
Curtains/Rods/ Blinds	
Refrigerator Exterior	
Refrigerator	

Interior	
Freezer Temp.	
Sink/Faucets	
Disposal & Switch	
Stove Hood/Light/ Fan	
Stove Burners/Knobs	
Exhaust Fan	
Oven Interior/Broiler Pan	
Counter Tops	
Microwave	
Fire Extinguisher	
Cabinets/Drawers	
Other	
<b>LAUNDRY</b>	
General Cleanliness	
Walls	
Ceiling	
Floor/Carpet	
Baseboards	
Windows/ Screens	
Electrical Outlets	
Light Fixtures	
Curtains/Rods/ Blinds	
Washer	
Dryer	
Other	
<b>BEDROOM #1</b>	
General Cleanliness	
Walls	
Ceiling	
Floor/Carpet	
Baseboards	
Windows/ Screens	
Electrical Outlets	
Light Fixtures	

Curtains/Rods/ Blinds	
Closet Doors	
Closet Shelves/Rods	
Dresser	
Bed/Mattress/ Box Spring	
Heat	
Other	
<b>BEDROOM #2</b>	
General Cleanliness	
Walls	
Ceiling	
Floor/Carpet	
Baseboards	
Windows/ Screens	
Electrical Outlets	
Light Fixtures	
Curtains/Rods/ Blinds	
Closet Doors	
Closet Shelves/Rods	
Dresser	
Bed/Mattress/ Box Spring	
Heat	
Other	
<b>BEDROOM #3</b>	
General Cleanliness	
Walls	
Ceiling	
Floor/Carpet	
Baseboards	
Windows/ Screens	
Electrical Outlets	
Light Fixtures	
Curtains/Rods/ Blinds	

Closet Doors	
Closet Shelves/Rods	
Dresser	
Bed/Mattress/Box Spring	
Heat	
Other	
<b>OTHER INTERIORS</b>	
Hallways	
Doorways	
Basement	

Doors	
Linen Closet	
Other	
<b>EXTERIORS</b>	
General Cleanliness	
Roof	
Paint	
Wood	
Lawn	
Sidewalks	
Porch/Patio	
Other	

**Additional Comments (be specific):** \_\_\_\_\_

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This unit located at \_\_\_\_\_ has been inspected for damages and defaults by the tenant(s) and/or landlord. This document will be used as a reference at the end of the specified tenancy to rate the overall condition that the tenant(s) leave(s) the premises. Copies of this document should be kept on file by both the tenant(s) and the landlord. If any repairs need to be performed, it should be put in writing with a final date and signed by the tenant(s) and landlord. Any additional damages to be documented should be attached on a separate page.

Signed,

Tenant\_\_\_\_\_ Date\_\_\_\_\_

Tenant\_\_\_\_\_ Date\_\_\_\_\_

Tenant\_\_\_\_\_ Date\_\_\_\_\_

Landlord\_\_\_\_\_ Date\_\_\_\_\_