

Move In/Out Checklist

Please make sure that the following are present, clean, & in good working order:

- ☐ Front Door Key & Lock works, Front Door Mat
- ☐ Foyer Light
- ☐ Thermostat
- ☐ New Air Filter
- ☐ Bathroom Mirror Medicine Cabinet with two glass shelves
- ☐ Bathroom Vanity Light Fixture, Shades, & Bulbs (x3)
- ☐ Bathroom Countertop, Sink, Faucet (Hot & Cold), & Drain Stopper
- ☐ Doors & Drawers to Bathroom Vanity Cabinet
- ☐ Hand Towel Hook, Toilet Paper Roll Holder, Towel Rack, & Towel Hook
- ☐ Small Black Garbage Can
- ☐ Toilet
- ☐ Bathroom Vent Fan & Lights (x2)
- ☐ Lights above Shower (x2)
- ☐ Shower Tub Faucet, Shower Head, & Tub Drain Stopper
- ☐ Jet Tub (Please only briefly run the motor to the jets as it requires water & the motor will burn up if left on for too long without it!)
- ☐ Shower Rod, Hooks (x12), Curtain, & Liner
- ☐ Bathroom Closet Empty
- ☐ Water Heater, Toilet Plunger
- ☐ Hook on back of water heater closet door
- ☐ Lights in Master Bedroom Closet (x2)
- ☐ Master Bedroom Closet Empty
- ☐ All Shelves in Master Bedroom Closet mounted
- ☐ Mirror on back of door in Master Bedroom Closet (fasteners x6)
- ☐ Fan & Lights (x2) in Master Bedroom
- ☐ Sconces (x4) & Switches (x2) in Master Bedroom

- ☐ Window in Master Bedroom Opens, Closes, and Locks, & Screen
- ☐ Blinds to Window in Bedroom Open & Close with Wand, & Draw
- ☐ Curtain Rod & 2 Black Curtain Panels in Master Bedroom
- ☐ Curtain Tie-back hooks (x2) in Master Bedroom
- ☐ Pocket Door to Master Bedroom Opens, Closes, and Locks
- ☐ Bi-fold Doors to Laundry Pantry Open & Close
- ☐ Light in Laundry Pantry
- ☐ Shelf in Laundry Pantry intact
- ☐ Washer & Dryer
- ☐ Light in Kitchen (x4 fluorescent bulbs)
- ☐ Kitchen Pantry Empty
- ☐ All Doors & Drawers to Kitchen Cabinets Clean, Empty, & Operable
- ☐ Microwave, Interior Light, Metal Rack, Turn Table, & Surface Light
- ☐ Glass Stovetop (x4 Elements) (x2 Adjustable Elements)
- ☐ Oven, Oven Light, & Oven Racks (x2)
- ☐ Under-cabinet Lights (x2 - Left & Right)
- ☐ Wine Glass Rack (x2)
- ☐ Refrigerator Empty, Light Comes on, Shelves intact, Water Filter
- ☐ Paper towel holder
- ☐ Kitchen Sink, Faucet, Sprayer, Soap Dispenser, Strainer, & Stopper
- ☐ Disposal (Please check for random objects in the disposal before testing it and run it with running water!)
- ☐ Dish Washer
- ☐ Cutting Board
- ☐ OXO Stainless Steel Garbage Can
- ☐ Smoke Detector
- ☐ Dining Room Chandelier, Lights (x4), & Dimmer Switch
- ☐ Window in Dining Room Opens, Closes, and Locks & Screen
- ☐ Blinds to Window in Dining Room Open, Close, & Slide with Wand
- ☐ Satin Nickel Curtain Rod & Black Swag Curtain

- ☐ Sconces with Glass Votives & Tea Candles (x2)
- ☐ Sliding Glass Door Opens, Closes, and Locks (only locks when fully closed)
- ☐ Screen Door
- ☐ Blinds to Sliding Glass Door Open, Close, & Slide with Wand
- ☐ Black & Silver Valence to Sliding Glass Door
- ☐ Porch Fan & Lights (x3), Back Door Mat
- ☐ Porch Screen Enclosure (x4)
- ☐ Living Room Fan & Lights (x2)
- ☐ Left Window in Living Room Opens, Closes, and Locks
- ☐ Blinds to Left Window in Living Room Open, Close, & Slide w/Wand
- ☐ Right Window in Living Room Opens, Closes, and Locks
- ☐ Blinds to Right Window in Living Room Open, Close, & Slide w/Wand
- ☐ Surround Sound System, 5 Speakers, Subwoofer, & Remote Control
- ☐ BrightHouse DVR Cable Box & Remote Control, Modem, & Router
- ☐ Utility Closet Light
- ☐ Utility Closet Clean & Empty
- ☐ All Shelves in Utility Closet mounted
- ☐ Black Valet Garbage Can
- ☐ Nearest Fire Extinguishers
- ☐ Garage Door Key & Lock works
- ☐ Garage Light
- ☐ Garage Door Button works & Bay Door Operates Smoothly
- ☐ Garage E Clean & Empty
- ☐ All Shelves in Garage E mounted
- ☐ Garage E Remote Control works
- ☐ Mailbox (#73) Key works
- ☐ Gate Card Key Fob works (front gate, back gate, gym, & laundromats)
- ☐ Gate Code () works

By affixing my signature below, I certify that all of the above are present, clean, and in good working order at the date signed below, unless otherwise noted next to the item. I understand that anything noted will be fixed before or during my tenancy or will not be held against me at the time of lease termination. This document serves to protect *both* the Tenant *and* the Landlord and will be used to define the ‘Care and Use of Property’ section of the Residential Lease Agreement, specifically Paragraphs 34 & 35. Deficiencies noted solely at the end of lease termination will be rectified via the Tenant’s Security Deposit in accordance with Florida Statute 83.49.

_____	_____	_____
Tenant (Print Name)	Tenant (Sign Name)	Date