

INVENTORY CHECKLIST*

COMMENCEMENT AND TERMINATION INVENTORY CHECKLIST FORM

“YOU MUST COMPLETE THIS CHECKLIST NOTING THE CONDITION OF THE RENTAL PROPERTY AND RETURN IT TO THE LANDLORD WITHIN 7 DAYS AFTER OBTAINING POSSESSION OF THE RENTAL UNIT. YOU ARE ALSO ENTITLED TO REQUEST AND RECEIVE A COPY OF THE LAST TERMINATION INVENTORY CHECKLIST WHICH SHOWS WHAT CLAIMS WERE CHARGEABLE TO THE LAST PRIOR TENANTS.”

	BEGINNING CONDITION	ENDING CONDITION
LIVING ROOM		
DOOR (INCLUDING LOCKS):		
WINDOWS:		
CARPET OR FLOOR:		
WALLS:		
CEILING:		
LIGHTS & SWITCHES:		
OTHER:		
DINING ROOM		
WINDOWS:		
CARPET OR FLOOR:		
WALLS:		
CEILING:		
LIGHTS & SWITCHES:		
OTHER:		
HALLWAY		
FLOOR:		
WALLS:		
CEILING:		
OTHER:		
KITCHEN		
WINDOWS:		
FLOOR:		
WALLS:		
CEILING:		
LIGHTS & SWITCHES:		
STOVE:		
REFRIGERATOR:		
SINK:		
CABINETS & COUNTER:		
OTHER:		

* Remember! Be specific. Describe any conditions in detailed terms rather than saying “fine” or “acceptable.”

BEGINNING CONDITION

ENDING CONDITION

BEDROOM

DOOR:		
WINDOWS:		
CARPET OR FLOOR:		
WALLS:		
CEILING:		
LIGHTS & SWITCHES:		
CLOSET:		
OTHER:		

BATHROOM

DOOR:		
WINDOW:		
FLOOR:		
WALLS:		
CEILING:		
SINK:		
TUB AND/OR SHOWER:		
TOILET:		
CABINET, SHELVES, CLOSET:		
TOWEL BARS:		
LIGHTS & SWITCHES:		
OTHER:		

BASEMENT

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GARAGE

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FURNITURE INVENTORY

Use this if rental unit is furnished;
check **condition** of items and **number** present.

KITCHEN CHAIRS:		
TABLES:		
END TABLES:		
LOUNGE CHAIRS:		
SOFAS:		
LAMPS:		
DESKS:		
DESK CHAIRS:		
BOOKCASES:		
MATTRESSES:		
DRESSERS:		

SIGNATURE OF TENANT(S)		
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ADDRESS OF UNIT		
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SIGNATURE OF LANDLORD		
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LANDLORD'S ADDRESS		
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PHONE NUMBER (LANDLORD)		
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DATE		
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