

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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