

**MOVE-IN/MOVE-OUT IN  
INSPECTION FORM  
Residential**

Property Address: \_\_\_\_\_

Occupant / Division: \_\_\_\_\_

Landlord: \_\_\_\_\_

State Lease Number: \_\_\_\_\_

<b>Move-in Inspection</b> <i>Occupant accepts Property "as-is" with the exceptions listed below. This inspection form is made a part of and is subject to the terms and conditions of the Housing Agreement dated _____ on the above referenced property.</i>	<b>Move-out Inspection</b> <i>This inspection is to determine any damage to the premises.</i>
<b>Exterior (roof, walls, lights, landscaping, stairs, handicap access, signage, windows, etc.):</b> _____ _____ _____ _____ _____	<b>Exterior (roof, walls, lights, landscaping, stairs, handicap access, signage, windows, etc.):</b> _____ _____ _____ _____ _____
<b>Lobby/Waiting Room(s):</b> _____ _____ _____	<b>Lobby/Waiting Room(s):</b> _____ _____ _____
<b>Hallways:</b> _____ _____ _____	<b>Hallways:</b> _____ _____ _____
<b>Interior Offices (or other uses)</b> _____ _____ _____ _____	<b>Interior Offices (or other uses)</b> _____ _____ _____ _____
<b>Building Equipment (electrical, mechanical, HVAC, etc)</b> _____ _____ _____	<b>Building Equipment (electrical, mechanical, HVAC, etc)</b> _____ _____ _____
<b>Break Room:</b> _____ _____ _____	<b>Break Room:</b> _____ _____ _____
<b>Exterior Walks, parking, curbs, awnings:</b> _____ _____ _____	<b>Exterior Walks, parking, curbs, awnings:</b> _____ _____ _____
<b>Safety &amp; Access (elevators, stairs, fire</b>	<b>Safety &amp; Access (elevators, stairs, fire</b>



