

**Maintenance checklist for moving out / moving in property.** **KEYS ?**

Date \_\_\_\_\_ Name \_\_\_\_\_

1. Overall appearance \_\_\_\_\_
2. Furniture \_\_\_\_\_
3. Appliances \_\_\_\_\_
4. Carpet \_\_\_\_\_
5. Yard surroundings \_\_\_\_\_
6. Light bulbs \_\_\_\_\_
7. Heaters, A/C \_\_\_\_\_
8. Plumbing \_\_\_\_\_
9. Electrical outlets \_\_\_\_\_
10. Toilet / drains \_\_\_\_\_
11. Faucets \_\_\_\_\_
12. Walls / paint \_\_\_\_\_
13. Broken glass / windows \_\_\_\_\_
14. Trash? Countertops \_\_\_\_\_
15. Doors \_\_\_\_\_
16. Food in fridge, cabinets \_\_\_\_\_
17. Other ? \_\_\_\_\_

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Name of maintenance personnel

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Unit description

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