

Townsend Real Estate Property Management

592 Executive Pl.

Fayetteville, North Carolina 28305

Phone: (910) 323-8666

MOVE-IN/OUT INSPECTION REPORT

Property Address: _____

Tenant(s): _____

Move In Date: _____ Move Out Date: _____

Tenant Moving In/Out:

Keys: House _____ Pool Key _____

Garage _____ Storage Rm. _____

Mailbox _____

Pool Pass: _____

Parking Pass: _____

Forwarding Address: _____

Phone: _____

Receipts: Carpet _____ Flea Spray _____ Oil _____
Pool Chem _____ Fire Place _____ Other _____

MAIN CONTROL LOCATIONS:

Breakers/Fusebox _____ Air Return Vent _____
GFI Receptacles _____ Phone Jacks _____
Water Heater _____ Cable Jacks _____
Water Cutoff _____ Sec Sys Control Box _____
Smoke Detector _____ Sec Sys Key Pad _____
Thermostat _____ Attic Opening _____

ENTRANCE/FOYER:

Outside Light Fixture _____ Windows _____
Floor _____ Screens _____
Walls _____ Closet _____
Ceiling _____ Doors/Stop _____
Lights/Fans _____ Other _____
Curtains/Blinds _____ Other _____

LIVING/GREAT ROOM:

Floor _____
Walls _____
Ceiling _____
Lights/Fans _____
Curtains/Blinds _____

Windows _____
Screens _____
Closet _____
Doors/Stop _____
Fireplace _____

DEN/STUDY:

Floor _____
Walls _____
Ceiling _____
Lights/Fans _____
Curtains/Blinds _____

Windows _____
Screens _____
Closet _____
Doors/Stop _____
Other _____

DINING ROOM:

Floor _____
Walls _____
Ceiling _____
Lights/Fans _____
Curtains/Blinds _____

Windows _____
Screens _____
Closet _____
Doors/Stop _____
Other _____

KITCHEN:

Floor _____
Walls _____
Ceiling _____
Lights _____
Curtains/Blinds _____
Windows _____
Screens _____
Closet _____
Doors/Stop _____
Sink _____
Counter Tops _____
Cabinets (Up) _____
Trash Compactor: _____

Cabinets _____
Oven _____
M# _____ S# _____
Stove Top _____
Hood/Light _____
Refrigerator _____
M# _____ S# _____
Dishwasher _____
M# _____ S# _____
Disposal _____
Microwave _____
M # _____ S # _____

HALLWAY/STAIRS::

Floor _____
Walls _____
Ceiling _____
Lights _____
Closet _____
Stairs _____

Thermostat _____
Air Return Vent _____
Filter _____
Door Bell Box _____
Smoke Detector _____
Stair Rails _____

SECOND HALLWAY/STAIRS:

Floor _____
Walls _____
Ceiling _____
Lights _____
Closet _____
Stairs _____

Thermostat _____
Air Return Vent _____
Filter _____
Door Bell Box _____
Smoke Detector _____
Stair Rails _____

BATH(HALF):

Floor _____
Walls _____
Ceiling _____
Lights _____
Curtains/Blinds _____
Commode _____
Screens _____
Towel Bar _____ Soap Dish _____

Doors/Stop _____
Cabinet/Vanity _____
Mirrors _____
Sink _____
Windows _____
Fan _____
Closet _____
Thrush Hold _____ T-paper Hold _____

BATH(HALL):

Floor _____
Walls _____
Ceiling _____
Lights _____
Curtains/Blinds _____
Windows _____
Screens _____
Closet _____

Doors/Stop _____
Cabinet/Vanity _____
Mirrors _____
Sink _____
Tub/Shower _____
Commode _____
Fan _____
Towel Bar _____ Soap Dish _____
Thrush Hold _____ Tpaper Hold _____

Bedroom (MASTER):

Floor _____
Walls _____
Ceiling _____
Lights _____
Curtain/Blind _____

Window _____
Screen _____
Closet _____
Doors/Stop _____
Other _____

BATH (MASTER):

Floor _____
Walls _____
Ceiling _____
Lights _____
Curtains/Blinds _____
Windows _____
Screens _____
Closet _____

Doors/Stop _____
Cabinet/Vanity _____
Mirrors _____
Sink _____
Tub/Shower _____
Cammode _____
Fan _____
Towel Bar _____ Soap Dish _____
Tbrush _____ Tpaper Hold _____

BEDROOM #2:

Floor _____
Walls _____
Ceiling _____
Lights _____
Curtain/Blind _____

Window _____
Screen _____
Closet _____
Doors/Stop _____
Other _____

BEDROOM #3:

Floor _____
Walls _____
Ceiling _____
Lights _____
Curtain/Blind _____

Window _____
Screen _____
Closet _____
Doors/Stop _____
Other _____

BEDROOM #4/BONUS ROOM:

Floor _____
Walls _____
Ceiling _____
Lights _____
Curtain/Blind _____

Window _____
Screen _____
Closet _____
Doors/Stop _____
Other _____

LAUNDRY ROOM:

Floor _____
Walls _____
Ceiling _____
Lights _____

Door/Stop _____
Faucets/Hoses _____
Shelves _____
Other _____

CARPORT/GARAGE:

Floor _____
Walls _____
Ceiling _____
Lights _____
Windows _____
Screens _____

Door _____
Garage Door _____
Garage Opener _____
of Remotes _____
Location _____
Other _____

EXTERIOR/GROUNDS:

Exterior Trim _____
Front Lights _____
Front Porch _____
Back Deck _____
Storage Area _____

Mail Box w/House #s _____
Back Lights _____
Front Yard _____
Back Yard _____
Shrubs Trimmed _____ Flow Bed _____
Grass Cut _____ Yard Raked _____

ADDITIONAL ROOM:

Floor _____
Walls _____
Ceiling _____
Lights _____
Curtain/Blind _____

Window _____
Screen _____
Closet _____
Doors/Stop _____
Other _____

