



NORTH SHORE-BARRINGTON ASSOCIATION OF REALTORS®

RENTAL PROPERTY INVENTORY AND CONDITION REPORT



PROPERTY ADDRESS: _____

City: _____ **State:** _____ **Zip:** _____

This form is to be used by the Lessor and Lessee for the purpose of determining the condition of the above mentioned property upon move-in and move-out.

Lessor and Lessee should complete the move-in section prior to Lessee taking possession of the Property (moving in).

All items that apply to the property are presumed to be in good condition unless noted otherwise noted on the Report and acknowledged by Lessor and Lessee.

Test all lock, windows and latches, smoke/carbon monoxide detectors, mechanicals and appliances.

This form is not a repair request. Lessee should submit all requests for repairs in accordance with the Lease.

Lessee and Lessor will also use this Inspection Report upon move-out or vacating of the property. Lessor and Lessee should keep a copy of the Report for their records.

Comments regarding any defects should be noted on the Report where indicated. Use “N/A” if an item is Not Applicable and/or does not apply to this Property.

RENTAL PROPERTY INVENTORY AND CONDITION REPORT

Property Address: _____

Lessor: _____

Lessee: _____

Term of Lease _____ Move-In Date: _____ Move-Out Date: _____

A. Exterior Items	Move-In Comments	Move-Out Comments
Mailbox	_____	_____
Fence & Patio	_____	_____
Front Door	_____	_____
Door Knob & Lock	_____	_____
Weather-stripping	_____	_____
Lights/Bulbs	_____	_____
Door Bell	_____	_____
Patio Door	_____	_____
Door Knob & Lock	_____	_____
Weather-stripping	_____	_____

Water Shut-Off Valve Located? ___ Yes ___ No

Gas Shut- Off Valve Located? ___ Yes ___ No

OTHER ITEMS: _____

B. Garage	Move-In Comments	Move-Out Comments
Ceilings & Walls	_____	_____
Floor	_____	_____
Auto Door Opener	_____	_____
Safety Reversal	_____	_____
Remotes (#)	_____	_____
Garage Doors	_____	_____
Interior Door to home	_____	_____
Storage	_____	_____
Other	_____	_____

C. Entry	Move-In Comments	Move-Out Comments
Ceiling & Walls	_____	_____
Paint	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____
Flooring	_____	_____
Light Fixtures	_____	_____
Windows & Screens	_____	_____
Window Latches	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Other	_____	_____

D. Living Room	Move-In Comments	Move-Out Comments
Ceiling & Walls	_____	_____
Paint	_____	_____
Flooring	_____	_____
Lights & Switches	_____	_____
Fans/Light/Switch	_____	_____
Remote Controls	_____	_____
Patio Door Screens	_____	_____
Window's & Screens	_____	_____
Window Treatments	_____	_____
Plugs & Switches	_____	_____

E. Dining Room	Move-In Comments	Move-Out Comments
Ceiling & Walls	_____	_____
Paint	_____	_____
Flooring	_____	_____
Lights & Dimmers	_____	_____

Window Treatments	_____	_____
Window Screens	_____	_____
Window Locks	_____	_____
Plugs & Switches	_____	_____
Other	_____	_____

F. Kitchen & Breakfast

Move-In Comments

Move-Out Comments

Ceiling & Walls	_____	_____
Paint	_____	_____
Doors & Door Stops	_____	_____
Flooring	_____	_____
Lights & Ceiling Fans	_____	_____
Plugs & Switches	_____	_____
Pantry & Shelves	_____	_____
Cabinets & Handles	_____	_____
Drawers & Handles	_____	_____
Countertops	_____	_____
Range/Cook tops	_____	_____
Oven (s)	_____	_____
Racks	_____	_____
Knobs	_____	_____
Broiler	_____	_____
Vent Hood	_____	_____
Exhaust Filter	_____	_____
Light/Fan	_____	_____
Garbage Disposal	_____	_____
Sink & Faucet	_____	_____
Dishwasher	_____	_____
Silver Basket	_____	_____

Soap Dispenser	_____	_____
Racks	_____	_____
Trash Compactor	_____	_____
Refrigerator	_____	_____
Ice Maker	_____	_____
Water Dispenser	_____	_____
Shelves & Drawers	_____	_____
Lights Bulb	_____	_____
Other	_____	_____

G. Family Room

Move-in Comments

Move-Out Comments

Paint	_____	_____
Walls & Ceilings	_____	_____
Door(s) Frames, Stops	_____	_____
Door(s) Locks & Knobs	_____	_____
Flooring	_____	_____
Lights/Ceiling Fan	_____	_____
Windows & Screens	_____	_____
Window Locks/latches	_____	_____
Drapes/Blinds/Shutters	_____	_____
Outlets/Switches/Dimmers	_____	_____
Closets/Shelves/Cabinets	_____	_____
Mirror(s)	_____	_____
Other: _____	_____	_____

H. Powder Room

Move-In Comments

Move-Out Comments

Paint Walls (mirrored)	_____	_____
Ceiling	_____	_____
Door(s) Knobs, Locks/Stops	_____	_____
Flooring	_____	_____
Light Fixtures/Bulbs	_____	_____

Windows/S&S/Locks	_____	_____
Exhaust Vent/Heat Lamp	_____	_____
Cabinets/doors/hardware (Interior & Exterior)	_____	_____
Electrical/Outlets & Switches	_____	_____
Closet/Shelves	_____	_____
Counters/Sinks	_____	_____
Faucets/Towel Bars	_____	_____
Toilet	_____	_____
Other	_____	_____

I. Master Bedroom

Move-In Comments

Move-Out Comments

Ceiling & Walls	_____	_____
Paint	_____	_____
Door(s) locks/hardware	_____	_____
Flooring	_____	_____
Lighting	_____	_____
Outlets & Switches	_____	_____
Windows (S/S) locks	_____	_____
Window Treatments	_____	_____
Closet(s) Shelves/Rods	_____	_____
Cabinets/hardware	_____	_____
Door(s) knobs/locks	_____	_____
Other	_____	_____

Master BR Bath & Dressing Area

Paint	_____	_____
Door(s) locks & hardware	_____	_____
Walls & Ceilings	_____	_____

	Move-In Comments	Move-Out Comments
Tub/Shower/Tiles	_____	_____
Faucets/Shower Heads	_____	_____
Toilet	_____	_____
Light(s) Bulbs	_____	_____
Heat Lamp/Exhaust Fan	_____	_____
Towel Bars/Accessories	_____	_____
Sink(s) & Faucets	_____	_____
Counter Top(s)	_____	_____
Cabinet(s) Medicine	_____	_____
Cabinet(s) Vanities	_____	_____
Door(s) hardware shelving	_____	_____
Interior & Exterior	_____	_____
Window(s) S/S locks	_____	_____
Window Treatment	_____	_____
Other	_____	_____

J. BATHROOM 2

	Move-In Comments	Move-Out Comments
Paint	_____	_____
Door(s) locks & hardware	_____	_____
Walls & Ceilings	_____	_____
Tub/Shower/Tiles	_____	_____
Faucets/Shower Heads	_____	_____
Toilet	_____	_____
Light(s) Bulbs	_____	_____
Heat Lamp/Exhaust Fan	_____	_____
Towel Bars/Accessories	_____	_____
Sink(s) & Faucets	_____	_____
Counter Top(s)	_____	_____
Cabinet(s) Medicine	_____	_____
Cabinet(s) Vanities	_____	_____
Door(s) hardware shelving	_____	_____

Interior & Exterior	_____	_____
Window(s) S/S locks	_____	_____
Window Treatment	_____	_____
Other	_____	_____

K. BEDROOM 2

Move-In Comments

Move-Out Comments

Paint	_____	_____
Walls, Ceiling, Trim	_____	_____
Door(s) locks/hardware	_____	_____
Flooring	_____	_____
Lighting	_____	_____
Outlets & Switches	_____	_____
Windows (S/S) locks	_____	_____
Window Treatments Blinds (Verticals)	_____	_____
Closet(s) Shelves/Rods	_____	_____
Cabinets/hardware	_____	_____
Door(s) knobs/locks	_____	_____
Other	_____	_____

L. BEDROOM 3

Move-In Comments

Move-Out Comments

Paint	_____	_____
Walls, Ceiling, Trim	_____	_____
Door(s) locks/hardware	_____	_____
Flooring	_____	_____
Lighting	_____	_____
Outlets & Switches	_____	_____

Windows (S/S) locks	_____	_____
Window Treatments	_____	_____
Blinds (Verticals)	_____	_____
Closet(s) Shelves/Rods	_____	_____
Cabinets/hardware	_____	_____
Door(s) knobs/locks	_____	_____
Other	_____	_____

M. Den/Office

Move-In Comments

Move-Out Comments

Paint	_____	_____
Walls, Ceiling, Trim	_____	_____
Door(s) locks/hardware	_____	_____
Flooring	_____	_____
Lighting	_____	_____
Outlets & Switches	_____	_____
Windows (S/S) locks	_____	_____
Window Treatments	_____	_____
Blinds (Verticals)	_____	_____
Closet(s) Shelves/Rods	_____	_____
— Cabinets/hardware	_____	_____
Door(s) knobs/locks	_____	_____

N. HALLWAYS

Move-In Comments

Move-Out Comments

Main Floor Entrance	_____	_____
Stairs/rails to 2nd Level	_____	_____
Paint	_____	_____
Flooring	_____	_____
Walls	_____	_____

Rails	_____	_____
Ceiling	_____	_____
Window(s) S/S Locks	_____	_____
Lighting/Bulbs	_____	_____
Outlets & Switches	_____	_____
Other	_____	_____
Main Floor Level to Lower Level Stair Rails	_____	_____
Paint	_____	_____
Flooring	_____	_____
Walls	_____	_____
Rails	_____	_____
Ceiling	_____	_____
Window(s) S/S Locks	_____	_____
Lighting/Bulbs	_____	_____
Outlets & Switches	_____	_____
Other	_____	_____

O. Lower Level/Recreation Room Move-In Comments

Move-Out Comments

Paint	_____	_____
Walls & Ceilings	_____	_____
Door(s) Frames, Stops	_____	_____
Door(s) Locks & Knobs	_____	_____
Flooring	_____	_____
Lights/Ceiling Fan	_____	_____
Windows & Screens	_____	_____
Window Locks/latches	_____	_____
Drapes/Blinds/Shutters	_____	_____
Outlets/Switches/Dimmers	_____	_____
Closets/Shelves/Cabinets	_____	_____
Other	_____	_____

P. Lower Level Bath

Move-In Comments

Move-Out Comments

Paint	_____	_____
Door(s) locks & hardware	_____	_____
Walls & Ceilings	_____	_____
Tub/Shower/Tiles	_____	_____
WHIRLPOOL TUB	_____	_____
Faucets/Shower Heads	_____	_____
Toilet	_____	_____
Light(s) Bulbs	_____	_____
Heat Lamp/Exhaust Fan	_____	_____
Towel Bars/Accessories	_____	_____
Sink(s) & Faucets	_____	_____
Counter Top(s)	_____	_____
Cabinet(s) Medicine	_____	_____
Cabinet(s) Vanities	_____	_____
Door(s) hardware shelving	_____	_____
Interior & Exterior	_____	_____
Window(s) S/S locks	_____	_____
Window Treatment	_____	_____

Q. Utility/Laundry Room

Move-In Comments

Move-Out Comments

Paint	_____	_____
Walls & Ceilings	_____	_____
Door(s) Frames, Stops	_____	_____
Door(s) Locks & Knobs	_____	_____
Flooring	_____	_____
Lights/Ceiling Fan	_____	_____
Windows & Screens	_____	_____
Window Locks/latches	_____	_____
Drapes/Blinds/Shutters	_____	_____
Outlets/Switches/Dimmers	_____	_____

	Move-In Comments	Move-Out Comments
Closets/Shelves/Cabinets	_____	_____
Laundry Tub	_____	_____
Washer/Lint Catch Soap trays	_____	_____
Dryer/Lint Screen	_____	_____
Washer/Dryer Hook Up's	_____	_____
Gas Line/Dryer Vents	_____	_____
Hot & Cold Water Lines	_____	_____
Washer Drain Line	_____	_____
Gas & Water Shut off Valves	_____	_____
Other	_____	_____

R. MECHANICALS

	MOVE-IN-COMMENTS	MOVE-OUT-COMMENTS
Central A/C & Heat	_____	_____
Filter(s)	_____	_____
Thermostat	_____	_____
Hot Water Tank	_____	_____
Smoke Detectors	_____	_____
Carbon Monoxide Detectors	_____	_____

KEYS	MOVE-IN # _____	MOVE-OUT # _____
FRONT DOOR	_____	_____
POOL & TENNIS COURTS		
(Deposit \$	Rec'd _____	Returned _____
(Non-refundable if lost or stolen)		
Garage Door Transmitter(s)	# Rec'd _____	# Returned _____
Personal Property remaining with the Property:		

Lessee and Lessor acknowledge that this **Rental Property Inventory and Condition Report** reflects the condition of the Property at the time Lessee is taking possession of the Property and that all items and issues are addressed in this Report.

LESSEE _____ **LESSOR** _____
DATED: _____ **DATED** _____