



Inside Edge Real Estate Inc.

Sales & Property Management
1980 Dominion Way Suite 103
Colorado Springs, CO 80918

Move-In Checklist TENANT

Property: _____
Tenant(s) Name: _____ Date: _____ Insp. By: _____
(Tenant has 7 Days from Move-In to Submit this form)

Condition:
(Circle One)

Condition:
(Circle One)

Kitchen

Floors	E	G	F	P	N/A
Walls/Ceilings	E	G	F	P	N/A
Windows/locks/screens	E	G	F	P	N/A
Window Coverings	E	G	F	P	N/A
Doors/knobs	E	G	F	P	N/A
Light Fixtures/Bulbs	E	G	F	P	N/A
Cabinets/cupboards	E	G	F	P	N/A
Countertops	E	G	F	P	N/A
Drawers/Shelves	E	G	F	P	N/A
Sinks/stoppers/faucets	E	G	F	P	N/A
Drains/plumbing	E	G	F	P	N/A
Dishwasher					
Exterior	E	G	F	P	N/A
Rack	E	G	F	P	N/A
Other	E	G	F	P	N/A
Stove/Oven	E	G	F	P	N/A
Exterior	E	G	F	P	N/A
Burners	E	G	F	P	N/A

Drip pans	E	G	F	P	N/A
Hood/vent	E	G	F	P	N/A
Timer/Controls	E	G	F	P	N/A
Broiler pan	E	G	F	P	N/A
Lights	E	G	F	P	N/A
_____	E	G	F	P	N/A
Refrigerator (Size) _____					
Exterior	E	G	F	P	N/A
Interior	E	G	F	P	N/A
Ice Trays	E	G	F	P	N/A
_____	E	G	F	P	N/A
Microwave					
Exterior	E	G	F	P	N/A
Interior	E	G	F	P	N/A
Tray	E	G	F	P	N/A
Filter	E	G	F	P	N/A
Garbage Disposal					
Cleaned	E	G	F	P	N/A
Angle stops	E	G	F	P	N/A

General comments including specific notes for all health & safety issues: _____

Living Room

Floors	E	G	F	P	N/A
Walls/Ceilings	E	G	F	P	N/A
Windows/locks/screens	E	G	F	P	N/A
Window Coverings	E	G	F	P	N/A
Doors/knobs	E	G	F	P	N/A
Light Fixtures/Bulbs	E	G	F	P	N/A
Closet/Shelves	E	G	F	P	N/A
Fireplace	E	G	F	P	N/A

Dining Room

Floors	E	G	F	P	N/A
Walls/Ceilings	E	G	F	P	N/A
Windows/locks/screens	E	G	F	P	N/A
Window Coverings	E	G	F	P	N/A
Doors/knobs	E	G	F	P	N/A
Light Fixtures/Bulbs	E	G	F	P	N/A
Closet/Shelves	E	G	F	P	N/A
_____	E	G	F	P	N/A
_____	E	G	F	P	N/A

General comments including specific notes for all health & safety issues: _____

Family Room

Floors	E	G	F	P
Walls/Ceilings	E	G	F	P
Windows/locks/screens	E	G	F	P
Window Coverings	E	G	F	P
Doors/knobs	E	G	F	P
Light Fixtures/Bulbs	E	G	F	P
Closet/Shelves	E	G	F	P
Fireplace	E	G	F	P

Halls

Floors	N/A	E	G	F	P	N/A
Walls/Ceilings	N/A	E	G	F	P	N/A
Windows/locks/screens	N/A	E	G	F	P	N/A
Window Coverings	N/A	E	G	F	P	N/A
Doors/knobs	N/A	E	G	F	P	N/A
Light Fixtures/Bulbs	N/A	E	G	F	P	N/A
Closet/Shelves	N/A	E	G	F	P	N/A
Smoke Detector	N/A	E	G	F	P	N/A
Carbon Monoxide Detector	N/A	E	G	F	P	N/A

General comments including specific notes for all health & safety issues: _____

Office

Floors	E	G	F	P
Walls/Ceilings	E	G	F	P
Windows/locks/screens	E	G	F	P
Window Coverings	E	G	F	P
Doors/knobs	E	G	F	P
Light Fixtures/Bulbs	E	G	F	P
Closet/Shelves	E	G	F	P
Fireplace	E	G	F	P

Master BR

Floors	E	G	F	P
Walls/Ceilings	E	G	F	P
Windows/locks/screens	E	G	F	P
Window Coverings	E	G	F	P
Doors/knobs	E	G	F	P
Light Fixtures/Bulbs	E	G	F	P
Closet/Shelves	E	G	F	P
Smoke Detector	E	G	F	P

BR 2

Floors	E	G	F	P
Walls/Ceilings	E	G	F	P
Windows/locks/screens	E	G	F	P
Window Coverings	E	G	F	P
Doors/knobs	E	G	F	P

Master Bathroom

Floors	E	G	F	P
Walls/Ceilings	E	G	F	P
Windows/locks/screens	E	G	F	P
Window Coverings	E	G	F	P
Doors/knobs	E	G	F	P
Light Fixtures/Bulbs	E	G	F	P
Closet/Shelves	E	G	F	P
Exhaust Fan/Heater	E	G	F	P
Counter	E	G	F	P
Mirrors/Vanity	E	G	F	P
Sink/Faucet	E	G	F	P
Angle Stops	E	G	F	P
Drains/Plumbing	E	G	F	P
Tub/Shower/Caulk	E	G	F	P
Shower Head/Tub Faucet	E	G	F	P
Shower Door/curtains	E	G	F	P
Shower Tracks	E	G	F	P
Towel Racks	E	G	F	P
Toilet Bowl/Seat	E	G	F	P

Light Fixtures/Bulbs	E	G	F	P	N/A
Closet/Shelves	E	G	F	P	N/A
Smoke Detector	E	G	F	P	N/A

BR 3

Floors	E	G	F	P	N/A
Walls/Ceilings	E	G	F	P	N/A
Windows/locks/screens	E	G	F	P	N/A
Window Coverings	E	G	F	P	N/A
Doors/knobs	E	G	F	P	N/A
Light Fixtures/Bulbs	E	G	F	P	N/A
Closet/Shelves	E	G	F	P	N/A
Smoke Detector	E	G	F	P	N/A

BR 4

Floors	E	G	F	P	N/A
Walls/Ceilings	E	G	F	P	N/A
Windows/locks/screens	E	G	F	P	N/A
Window Coverings	E	G	F	P	N/A
Doors/knobs	E	G	F	P	N/A
Light Fixtures/Bulbs	E	G	F	P	N/A
Closet/Shelves	E	G	F	P	N/A
Smoke Detector	E	G	F	P	N/A

Toilet paper holder	E	G	F	P	N/A
---------------------	---	---	---	---	-----

Bathroom 2

Floors	E	G	F	P	N/A
Walls/Ceilings	E	G	F	P	N/A
Windows/locks/screens	E	G	F	P	N/A
Window Coverings	E	G	F	P	N/A
Doors/knobs	E	G	F	P	N/A
Light Fixtures/Bulbs	E	G	F	P	N/A
Closet/Shelves	E	G	F	P	N/A
Exhaust Fan/Heater	E	G	F	P	N/A
Counter	E	G	F	P	N/A
Mirrors/Vanity	E	G	F	P	N/A
Sink/Faucet	E	G	F	P	N/A
Angle Stops	E	G	F	P	N/A
Drains/Plumbing	E	G	F	P	N/A
Tub/Shower/Caulk	E	G	F	P	N/A
Shower Head/Tub Faucet	E	G	F	P	N/A
Shower Door/curtains	E	G	F	P	N/A
Shower Tracks	E	G	F	P	N/A

Towel Racks	E	G	F	P	N/A	Toilet paper holder	E	G	F	P	N/A
Toilet Bowl/Seat	E	G	F	P	N/A	_____	E	G	F	P	N/A
Bathroom 3						Access Door	E	G	F	P	N/A
Floors	E	G	F	P	N/A	Garage Door	E	G	F	P	N/A
Walls/Ceilings	E	G	F	P	N/A	Light Fixtures/Bulbs	E	G	F	P	N/A
Windows/locks/screens	E	G	F	P	N/A	Garage door opener	E	G	F	P	N/A
Window Coverings	E	G	F	P	N/A	Workbench	E	G	F	P	N/A
Doors/knobs	E	G	F	P	N/A	_____	E	G	F	P	N/A
Light Fixtures/Bulbs	E	G	F	P	N/A	Laundry Room					
Closet/Shelves	E	G	F	P	N/A	Walls/Ceilings	E	G	F	P	N/A
Exhaust Fan/Heater	E	G	F	P	N/A	Windows/locks/screens	E	G	F	P	N/A
Counter	E	G	F	P	N/A	Door	E	G	F	P	N/A
Mirrors/Vanity	E	G	F	P	N/A	Sink	E	G	F	P	N/A
Sink/Faucet	E	G	F	P	N/A	Light Fixtures/Bulbs	E	G	F	P	N/A
Angle Stops	E	G	F	P	N/A	Washer	E	G	F	P	N/A
Drains/Plumbing	E	G	F	P	N/A	Dryer	E	G	F	P	N/A
Tub/Shower/Caulk	E	G	F	P	N/A	Hoses	E	G	F	P	N/A
Shower Head/Tub Faucet	E	G	F	P	N/A	_____	E	G	F	P	N/A
Shower Door/curtains	E	G	F	P	N/A	Other Items					
Shower Tracks	E	G	F	P	N/A	Water Heater	E	G	F	P	N/A
Towel Racks	E	G	F	P	N/A	Thermostat	E	G	F	P	N/A
Toilet Bowl/Seat	E	G	F	P	N/A	A/C	E	G	F	P	N/A
Toilet paper holder	E	G	F	P	N/A	Filter	E	G	F	P	N/A
_____	E	G	F	P	N/A	Humidifier	E	G	F	P	N/A
Garage						Salt Water Tank	E	G	F	P	N/A
Floors	E	G	F	P	N/A	_____	E	G	F	P	N/A
Walls/Ceilings	E	G	F	P	N/A	Hoses	E	G	F	P	N/A
Windows/locks/screens	E	G	F	P	N/A	Window Wells	E	G	F	P	N/A
Exterior						Exterior Paint/Stucco	E	G	F	P	N/A
Sidewalk/Walkway	E	G	F	P	N/A	Exterior Paint Trim	E	G	F	P	N/A
Driveway	E	G	F	P	N/A	Roof	E	G	F	P	N/A
Front Lawn	E	G	F	P	N/A	Vents	E	G	F	P	N/A
Rear Lawn	E	G	F	P	N/A	Fence	E	G	F	P	N/A
Sprinklers	E	G	F	P	N/A	Gates	E	G	F	P	N/A
Trees	E	G	F	P	N/A	_____	E	G	F	P	N/A
Shrubs	E	G	F	P	N/A						
Landscaping Lights	E	G	F	P	N/A						

General comments including specific notes for all health & safety issues: _____

General Notes: _____
