



25 Celebration Place, Suite 100  
 Celebration, Florida 34747  
 Office: 407-566-3400  
 www.number1companies.com

### Checklist for Residential Tenant Walk-Through

Tenant  
 Name \_\_\_\_\_

Co-Tenant  
 Name \_\_\_\_\_

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

Apartment Number  
 \_\_\_\_\_

Move-in Date  
 \_\_\_\_\_

Move-out Date  
 \_\_\_\_\_

This form is to be completed by landlord/property manager. Tenant is encouraged to be present during inspection. Any damage to property or unusual wear to the apartment will be charged to the tenant.

AREA	MOVE-IN DATE			MOVE-OUT DATE			COMMENTS
	CLEAN	DIRTY	DAMAGE	CLEAN	DIRTY	DAMAGE	
<b>LIVING ROOM</b>							
<b>Windows&amp;Wndw Cvrngs</b>							
Window glass							
Drapes							
Window blinds							
Window shades							
<b>Floors</b>							
Carpet							
Flooring							
Hardwood floors							
<b>Paint</b>							



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<b>Lights &amp; Light Fixtures</b>							
<b>Other</b>							
<b>Family ROOM</b>							
<b>Windows&amp;Wndw Cvrngs</b>							
Window glass							
Drapes							
Window blinds							
Window shades							
<b>Floors</b>							
Carpet							
Flooring							
Hardwood floors							
<b>Paint</b>							
<b>Lights &amp; Light Fixtures</b>							
<b>Other</b>							
<b>BATH ROOM IN COMMON AREA</b>							
<b>Floors</b>							
Carpet							
Flooring							
Hardwood floors							
<b>Paint</b>							



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<b>Lights &amp; Light Fixtures</b>							
<b>Other Items in Bath</b>							
Cabinet and Mirrors							
Toilet, BathTub &Faucet							
Sink and all Faucets							
<b>Other</b>							
<b>BED ROOM 1</b>							
<b>Windows&amp;Wndw Cvrngs</b>							
Window glass							
Drapes							
Window blinds							
Window shades							
<b>Floors</b>							
Carpet							
Flooring							
Hardwood floors							
<b>Paint</b>							
<b>Lights &amp; Light Fixtures</b>							
<b>Other</b>							
<b>BATH ROOM IN BR1</b>							
<b>Floors</b>							



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Carpet							
Flooring							
Hardwood floors							
<b>Paint</b>							
<b>Lights &amp; Light Fixtures</b>							
<b>Other Items in Bath</b>							
Cabinet and Mirrors							
Toilet, BathTub &Faucet							
Sink and all Faucets							
<b>Other</b>							
<b>BED ROOM 2</b>							
<b>Windows &amp; Window Coverings</b>							
Window glass							
Drapes							
Window blinds							
Window shades							
<b>Floors</b>							
Carpet							
Flooring							
Hardwood floors							
<b>Paint</b>							
<b>Lights &amp; Light Fixtures</b>							



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<b>Other</b>							
<b>BATH ROOM IN BR2</b>							
<b>Floors</b>							
Carpet							
Flooring							
Hardwood floors							
<b>Paint</b>							
<b>Lights &amp; Light Fixtures</b>							
<b>Other Items in Bath</b>							
Cabinet and Mirrors							
Toilet, BathTub &Faucet							
Sink and all Faucets							
<b>Other</b>							
<b>BED ROOM 3</b>							
<b>Windows&amp;Wndw Cvrngs</b>							
Window glass							
Drapes							
Window blinds							
Window shades							
<b>Floors</b>							
Carpet							



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Flooring							
Hardwood floors							
<b>Paint</b>							
<b>Lights &amp; Light Fixtures</b>							
<b>Other</b>							
<b>BATH ROOM IN BR3</b>							
<b>Floors</b>							
Carpet							
Flooring							
Hardwood floors							
<b>Paint</b>							
<b>Lights &amp; Light Fixtures</b>							
<b>Other Items in Bath</b>							
Cabinet and Mirrors							
Toilet, BathTub &Faucet							
Sink and all Faucets							
<b>Other</b>							
<b>BED ROOM 4,5</b>							
<b>Windows&amp;Wndw Cvrngs</b>							
Window glass							
Drapes							



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Window blinds							
Window shades							
<b>Floors</b>							
Carpet							
Flooring							
Hardwood floors							
<b>Paint</b>							
<b>Lights &amp; Light Fixtures</b>							
<b>Other</b>							
<b>BATH ROOM IN BR4,5</b>							
<b>Floors</b>							
Carpet							
Flooring							
Hardwood floors							
<b>Paint</b>							
<b>Lights &amp; Light Fixtures</b>							
<b>Other Items in Bath</b>							
Cabinet and Mirrors							
Toilet, BathTub &Faucet							
Sink and all Faucets							
<b>Other</b>							



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<b>KITCHEN</b>							
<b>Wndws &amp; Wndw Cvrings</b>							
Window glass							
Drapes							
Window blinds							
Window shades							
<b>Floors</b>							
Carpet							
Flooring							
Hardwood Floors							
<b>Paint</b>							
<b>Cabinets</b>							
<b>Refrigerator</b>							
<b>Microwave</b>							
<b>Dryer and Washer</b>							
<b>Dishwasher</b>							
<b>Stove</b>							
<b>Disposal</b>							
<b>Countertop</b>							
<b>Garage and Yard</b>							





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Keys Released: \_\_\_\_ Front Door \_\_\_\_ Garage Door Opener \_\_\_\_ Mailbox  
 \_\_\_\_ Storage Closet \_\_\_\_ Gate Opener \_\_\_\_ Access Card to the Clubhouse

**Sign off on move in:**

**Sign off on move out:**

Tenant 1 (or Representative): \_\_\_\_\_  
 Date: \_\_\_\_\_

Tenant 1 (or Representative): \_\_\_\_\_  
 Date: \_\_\_\_\_

Tenant 2 (or Representative): \_\_\_\_\_  
 Date: \_\_\_\_\_

Tenant 2 (or Representative): \_\_\_\_\_  
 Date: \_\_\_\_\_

Mailing Address after move out: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email address: \_\_\_\_\_

Sign off by Property Manager: \_\_\_\_\_  
 Date: \_\_\_\_\_

Sign off by Property Manager: \_\_\_\_\_  
 Date: \_\_\_\_\_