

# THE LITTLETON REAL ESTATE COMPANY

## Move In Check List

PROPERTY ADDRESS \_\_\_\_\_

DATE \_\_\_\_\_

Return By: \_\_\_\_\_

TENANT NAME \_\_\_\_\_

The sole purpose of this form is to establish the move-in and move-out condition of the above property. List on the line to the right the condition of the appropriate item. Please return the completed form to LREC by the return date listed above. If you feel there is an item to be looked at for repair please put an (X) on the line next to the item. This report is not to be construed in anyway that all repairs will be made by the owner.

AREA OR FURNISHINGS	CONDITIONS UPON ARRIVAL (Tenant)			CONDITION UPON DEPARTURE (LREC Use Only)		
<b>KITCHEN / DINING AREA</b>						
CUPBOARDS / COUNTERS						
FLOOR COVERINGS						
WALLS / CEILINGS						
RANGE / HOOD						
REFRIDGERATOR						
SINK						
WINDOWS / SCREENS						
LIGHT FIXTURES / BULBS						
OTHER						
<b>LIVING ROOM</b>						
FLOOR COVERINGS						
WALLS / CEILINGS						
FIREPLACE						
WINDOWS / SCREENS						
LIGHT FIXTURES / BULBS						
OTHER						
<b>FAMILY ROOM / DEN</b>						
FLOOR COVERINGS						
WALLS / CEILINGS						
WINDOWS / SCREENS						
LIGHT FIXTURES / BULBS						
FIREPLACE						
OTHER						
<b>BATHROOMS</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>3</b>
FLOOR COVERINGS						
WALLS / CEILINGS						
TOWEL BARS						
TUB / SHOWER						
SINK / MEDICINE CABINET						
TOILET						

VENTILATING FAN						
WINDOWS / SCREENS						
LIGHT FIXTURES / BULBS						
OTHER						
<b>BEDROOMS</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>3</b>
FLOOR COVERINGS						
WALLS / CEILINGS						
CEILING						
DOORS						
CLOSET						
WINDOWS / SCREENS						
LIGHT FIXTURES / BULBS						
OTHER						
<b>ADDITIONAL ITEMS</b>						
ENTRY HALL						
AIR CONDITIONER						
HEATER						
THERMOSTAT						
MOULDING / BASE BOARDS						
DOORS						
ELECTRIC FIXTURES / OUTLETS, SWITCHES						
<b>EXTERIOR</b>						
YARD (Front)						
YARD (Back)						
FENCES / GATES						
GARAGE						
SIDING / TRIM						
SPRINKLER SYSTEM						
OTHER						

# OF KEYS: HOUSE: \_\_\_\_\_ MAIL BOX: \_\_\_\_\_ GARAGE DOOR: \_\_\_\_\_ POOL: \_\_\_\_\_ LAUNDRY \_\_\_\_\_

Tenant(s) agree that the above items are in good working order and condition except as noted and the Tenant(s) agree(s) to pay all costs of repairing and damage, cleaning, or replacement of same, ordinary wear excepted, caused by their occupancy.

**This form must be signed by all lease holders to be valid.**

**I/WE HAVE READ AND UNDERSTAND THE MEANING OF THIS FORM:**

Tenant(s): \_\_\_\_\_ Date: \_\_\_\_\_  
 Tenant(s): \_\_\_\_\_ Date: \_\_\_\_\_  
 Tenant(s): \_\_\_\_\_ Date: \_\_\_\_\_

**Contact Information:** Cell: \_\_\_\_\_ Home: \_\_\_\_\_ Work: \_\_\_\_\_

**COMMENTS:**