Check-In/Check-Out Evaluation

Complete the arrival columns with explanations below part 7. You and your landlord should then sign the evaluation. Make a copy for the landlord and keep a copy for your records. Upon check-out, record the departure condition of the rental property.

	Arrival [Depar	ture		Arrival		Departure	
 Kitchen and Dining Area Cupboards, table, chairs Floor covering, window coverings 	Good	Bad*	Good	Bad*	4. Bedroomsa. Walls and ceilingb. Carpet, rug, floor, window cover-	Good	Bad*	Good	Bad*
c. Walls and ceilings					ings				
d. Plastic and tile surfaces					c. Closets, door tracks				
e. Electric fixtures, stove (burners, oven)					d. Electric fixtures, lampse. Beds, mattresses, covers				
f. Refrigerator, freezer, sink disposal					f. Desks, chairs, dressers, tables			H	
g. Other:					g. Other:				
2. Living Room					5. Hallways within Unit				
a. Walls and ceiling					a. Walls and ceiling b. Floor coverings			H	
b. Carpet or rug, window coveringsc. Electric fixtures, lamps	\vdash				c. Closets, shelves, railings		H	H	
d. Chairs, sofa, end tables	H				d. Electric fixtures	H			H
e. Desks, tables	H	H			e. Furniture				
f. Other:					f. Other:				
3. Bathrooms					6. Other Areas and Fixtures				
a. Shower, glass, curtain					a. Doors, windows, screensb. Door locks, window locks	H		H	H
b. Tub, sink, towel racksc. Toilet, cabinets		Н			c. Heating, air conditioning				H
d. Plastic and tile surfaces					d. Smoke alarm	H	П	П	H
e. Walls and ceilings	H	H	H		e. Other:				
f. Floor coverings, window coverings	;	П	П		7 0 10 15				
g. Other:					7. Condition of Exterior a. Other:				
General Comments									
	Signature				Rental unit address and/or number			ey numbe	r
Landlord or manager	Signature	of landlo	d or mana	ager	Address		D	ate	