MOVE-IN PHOTO CHECKLIST

For Renters — Document Your Unit's Condition
and Protect Your Deposit

Walk each room with this checklist. Tick a condition for every item, write down anything damaged or worn, and photograph everything you note. Complete a Photo Log for every picture you take. Both you and your landlord sign the summary page at move-in — that's your deposit protection.

HOW TO USE THIS PACKET

1. **Fill in the unit info** on the next page before you tour the unit.
2. **Walk room by room** with the checklist sections. Tick one condition box per item.
3. **Photograph everything.** Log each photo number in the Photo Log pages.
4. **Sign the summary page together** with your landlord at move-in.
5. **Keep copies.** Both parties keep a signed copy; store your photos somewhere safe.

Sample notice: *fictional address and names are used for illustration. This is a SAMPLE — remove the watermark banner before selling.*

MOVE-IN INFORMATION

Unit address:	1234 Example Lane, Apt 5B, Sampleville, KS 67001
Landlord / manager:	Fictional Property Co. — Dana Whitfield
Renter(s):	Example Renter
Lease start date:	_____
Move-in inspection date:	_____
Move-in inspection time:	_____

1. Exterior / Entry / Common Areas

Photograph the front door, porch/patio, mailbox, entryway floor, and any shared hallways or stairs.

Item	Excellent	Good	Fair	Poor	N/A
■ Front door & lock	■	■	■	■	■
■ Porch / patio / balcony	■	■	■	■	■
■ Mailbox	■	■	■	■	■
■ Entryway walls	■	■	■	■	■
■ Entryway floor	■	■	■	■	■
■ Hallways / stairs	■	■	■	■	■
■ Windows & screens (entry area)	■	■	■	■	■

Notes / damage details for this room
_____
_____
_____

2. Kitchen

Photograph every appliance front, the counters, sink, cabinets (open each one), and the floor.

Item	Excellent	Good	Fair	Poor	N/A
■ Stove / oven	■	■	■	■	■
■ Refrigerator	■	■	■	■	■
■ Dishwasher	■	■	■	■	■
■ Microwave / range hood	■	■	■	■	■
■ Sink & faucet	■	■	■	■	■
■ Countertops	■	■	■	■	■
■ Cabinets & drawers	■	■	■	■	■
■ Kitchen floor	■	■	■	■	■
■ Walls & ceiling	■	■	■	■	■
■ Light fixtures	■	■	■	■	■

Notes / damage details for this room
_____
_____
_____

3. Bathroom(s) — repeat for each bathroom

Photograph the tub/shower walls, toilet base, sink, mirror, and floor. Note any mold, mildew, or leaks.

Item	Excellent	Good	Fair	Poor	N/A
■ Tub / shower	■	■	■	■	■
■ Toilet	■	■	■	■	■
■ Sink & faucet	■	■	■	■	■
■ Mirror & medicine cabinet	■	■	■	■	■
■ Floor tiles	■	■	■	■	■
■ Grout / caulk	■	■	■	■	■
■ Exhaust fan	■	■	■	■	■
■ Walls & ceiling	■	■	■	■	■
■ Light fixtures	■	■	■	■	■
■ Towel bars / fixtures	■	■	■	■	■

Notes / damage details for this room
_____
_____
_____

4. Bedrooms — repeat for each bedroom

Photograph each wall, the floor, closet interior, windows, and ceiling.

Item	Excellent	Good	Fair	Poor	N/A
■ Walls	■	■	■	■	■
■ Floor / carpet	■	■	■	■	■
■ Closet & doors	■	■	■	■	■
■ Windows & screens	■	■	■	■	■
■ Ceiling	■	■	■	■	■
■ Light fixtures / ceiling fan	■	■	■	■	■
■ Electrical outlets	■	■	■	■	■

Notes / damage details for this room
_____
_____
_____

5. Living / Dining Areas

Photograph each wall, the floor, windows, and any built-ins (fireplace, shelving).

Item	Excellent	Good	Fair	Poor	N/A
■ Walls	■	■	■	■	■
■ Floor / carpet	■	■	■	■	■
■ Windows & screens	■	■	■	■	■
■ Ceiling	■	■	■	■	■
■ Light fixtures / ceiling fan	■	■	■	■	■
■ Electrical outlets	■	■	■	■	■
■ Fireplace / built-ins (if any)	■	■	■	■	■

Notes / damage details for this room
_____
_____
_____

6. Laundry Area

Photograph the washer/dryer hookups, walls behind the machines, and the floor.

Item	Excellent	Good	Fair	Poor	N/A
■ Washer hookups	■	■	■	■	■
■ Dryer hookup / vent	■	■	■	■	■
■ Sink (if present)	■	■	■	■	■
■ Floor	■	■	■	■	■
■ Walls & ceiling	■	■	■	■	■
■ Light fixture	■	■	■	■	■

Notes / damage details for this room
_____
_____
_____

7. Garage / Storage / Other

Photograph the garage door mechanism, walls, floor stains, storage shelves, and any outdoor sheds.

Item	Excellent	Good	Fair	Poor	N/A
■ Garage door & opener	■	■	■	■	■
■ Garage walls & floor	■	■	■	■	■
■ Storage shelves	■	■	■	■	■
■ Outdoor shed	■	■	■	■	■
■ Utility / HVAC closet	■	■	■	■	■
■ Water heater area	■	■	■	■	■

Notes / damage details for this room
_____
_____
_____

PHOTO LOG

Record every photo you take. Number your photos to match this log (most phones let you rename files). Capture wide shots first, then close-ups of any damage.

Photo #	Room	What the photo shows	Damage noted?
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No
			■ Yes ■ No

(Continue on a second sheet if needed — keep numbering sequential.)

MOVE-IN SUMMARY & SIGNATURES

Both parties confirm that the checklist and photo log attached reflect the unit's condition on the move-in date, to the best of their knowledge.

Overall condition notes:

_____
_____
_____
_____
_____
_____

Pre-existing damage agreed by both parties:

_____
_____
_____
_____
_____
_____

RENTER

X _____

Printed name: _____ Date: _____

LANDLORD / MANAGER

X _____

Printed name: _____ Date: _____

Each party should retain a signed copy of this packet plus the full photo set. Re-inspect with the same checklist at move-out.