Damage Checklist (Tenant's Copy)

*Feel free to print this out for your own use. If your landlord has their own checklist we suggest you use it.*

Address___________________________________________Apt.___________________________________________
Tenants_________________________________________________________________________
Landlord________________________________________________Telephone_________________

Tenants: Fill out this form carefully. It will help protect your security deposit. Carefully note the exact condition of each item; be descriptive. Append as many sheets as necessary to fully inventory the apartment. Take photos, take your time...it's your money.

- Make a copy of checklist for yourself and your landlord/manager.
- Return a copy to your landlord within a week of moving in or when your lease states that it is due.
- Keep a copy handy as you will want to compare it with what you are charged for when you move out.
- Submit a request in writing to landlord for you to be present during final walk through, 7 days or more before moving out.
- Discuss any deductions and ask for a copy of the final walk through. You should receive an itemized deduction sheet and your remaining security deposit within 45 days.

<table>
<thead>
<tr>
<th>Outside and Entrance</th>
<th>Hallways And Stairways</th>
<th>Living Room</th>
<th>Dining Room</th>
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</thead>
<tbody>
<tr>
<td>Sidewalk____</td>
<td>Floor____</td>
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<td>Yard____</td>
<td>Walls____</td>
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<td>Walls____</td>
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<tr>
<td>Porch and Railings____</td>
<td>Ceiling____</td>
<td>Ceiling____</td>
<td>Ceiling____</td>
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<tr>
<td>Mailbox____</td>
<td>Lights____</td>
<td>Doors____</td>
<td>Doors____</td>
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<tr>
<td>Doorbell____</td>
<td>Outlets____</td>
<td>Windows____</td>
<td>Windows____</td>
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<tr>
<td>Door____</td>
<td>Windows____</td>
<td>Screens____</td>
<td>Screens____</td>
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<tr>
<td>Door Glass____</td>
<td>Screens____</td>
<td>Storms____</td>
<td>Storms____</td>
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<tr>
<td>Door Lock____</td>
<td>Storms____</td>
<td>Carpet____</td>
<td>Carpet____</td>
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<tr>
<td>Keys____</td>
<td>Other:____</td>
<td>Curtains____</td>
<td>Curtains____</td>
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<tr>
<td>Door Screen____</td>
<td>Furniture (list in full):</td>
<td>Lights____</td>
<td>Lights____</td>
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<tr>
<td>Door Storm____</td>
<td>Furniture (list in full):</td>
<td>Outlets____</td>
<td>Outlets____</td>
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<td>Light____</td>
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<td>Trash Can____</td>
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<tr>
<td>Other:</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>
### Kitchen
- Floor
- Walls
- Ceiling
- Refrigerator
- Stove
- Burners
- Exhaust Fan
- Cabinets
- Counters
- Curtains
- Lights
- Sink
- Outlets
- Windows
- Screens
- Storms
- Furniture (list in full):
- Other:

### Bathroom
- Floor
- Walls
- Ceiling
- Bathtub
- Shower
- Sink
- Toilet
- Lights
- Towel racks
- Cabinets
- Mirrors
- Curtains
- Box Spring
- Mattress
- Closet
- Windows
- Screens
- Storms
- Outlets
- Lights
- Furniture (list in full):
- Other:

### Bedroom
- Floor
- Walls
- Ceiling
- Doors
- Carpet
- Sink
- Mirror
- Bed
- Frame
- Box Spring
- Mattress
- Closet
- Windows
- Screens
- Storms
- Outlets
- Lights
- Furniture (list in full):

### Supplementary Documentation

**Photos**

**Witnesses**

**Date**

**Notary**

**Date**

**Landlord**

**Date**

**Tenant**

**Date**