

# Move-In Inventory & Condition Form

We would like to welcome you as a new resident to our property. This inventory check-in/check out is for your protection as well as ours. Your deposit money is refundable only to the extent it is not used for back rent, cleaning, or damage beyond reasonable use and repair. You are reminded that a WRITTEN thirty (30) day notice of termination is required, unless a short length of time has been agreed upon in writing.

**PLEASE COMPLETELY FILL IN THIS FORM AND RETURN TO OUR OFFICE WITHIN ONE WEEK**

**OF YOUR MOVE-IN.** Return it to Southwest Management Group, Inc 2920 S Rainbow Blvd #140, Las Vegas, NV 89146.

Name: \_\_\_\_\_

Phone # \_\_\_\_\_

Address: \_\_\_\_\_

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

	Area or Furnishing	Condition Upon Arrival			Remarks
		1	2	3	
Kitchen/ Dining Area	Cabinets/Pantry				
	Floor Covering				
	Walls, Ceiling, Counters				
	Refrigerator, Trays & Rails				
	Stove & Oven				
	Hood & Fan				
	Sink & Garbage Disposal				
	Dishwasher				
	Microwave				
	Windows, Screens				
	Light Fixtures/Bulbs				
	Other				
Living Room	Floor Covering				
	Walls & Ceiling				
	Light Fixtures/Bulbs				
	Windows, Screens				
	Window Coverings				
	Ceiling Fans				
Bedrooms	Floor Covering				
	Walls & Ceiling				
	Closet (Door & Tracks)				
	Window Coverings/Screens				
	Light Fixtures/Bulbs				
	Ceiling Fans				
Bathroom	Floor Covering				
	Walls, Ceiling, Tile				
	Shower (Door & Runner)				
	Tub				
	Sink/Medicine Cabinet				
	Under Sink				
	Ventilation Fan				
	Window Screens				
	Light Fixtures/Bulbs				
	Mirrors				
Additional Items	Other				
	Entry Hall				
	A/C & Heating Unit				
	Water Heater				
	Thermostat				
	Moulding/Base Boards				
	Doors (locks, etc)				
	Electric Fixtures (outlets)				
	Smoke Detectors				
	Gas Fireplace				
	Patio/Storage				
	Garage/Garage Door Opener				
	Covered Parking Area				
	Driveway/Garage Floor				
	Washer				
	Dryer				
Front Landscape					
Rear Landscape					
MISC (cable, switch plates, outlets)					
Other					

Notice: The tenant shall be responsible for the condition of this property "AS IS" and any damage beyond normal wear and tear will be paid at tenants expense. For additional remarks please use the back side of this form.

Tenant \_\_\_\_\_

Date \_\_\_\_\_

Reviewed by Property Manager \_\_\_\_\_

Date \_\_\_\_\_