

Park Place Property Management Move in check list

Name: _____

Address: _____

Move in date: _____ **Today's Date:** _____

ATTENTION: The tenant move in check list must be signed and turned into the PPPM office within 3 days of the move in date.

	N/A	Condition/Notes
Entry:		
Ceiling/Walls/Floors/Baseboards		
Doors/Hinges/Knobs/Trims		
Light Fixtures/Bulbs/Switches		
Closet/Shelves/Rods		
Hallway:		
Ceiling/Walls/Floors/Baseboards		
Doors/Hinges/Knobs/Trims		
Light Fixtures/Bulbs/Switches		
Closet/Shelves/Rods		
Filters/Thermostat		
Smoke alarms/CO detectors		
Living Room		
Ceiling/Walls/Floors/Baseboards		
Doors/hinges/knobs		
Windows/Screens/Blinds/Tracks		
Light Fixtures/Bulbs/Switches		
Fireplace/Other/vents		
Family room		
Ceiling/Walls/Floors/Baseboards		
Doors/hinges/knobs		
Windows/Screens/Blinds/Tracks		
Light Fixtures/Bulbs/Switches		
Fireplace/Other/vents		

Kitchen		
Ceiling/Walls/Floors/Baseboards		
Light Fixtures/Bulbs/Switches		
Disposal/Dishwasher/Fridge		
Oven/Microwave/Vent hood		
Doors/Knobs/Shelves/Drawers		
Countertops/Cabinets/Doors		
Sink/Faucet/Drain/sink stoppers		
Windows/Screens/Blinds/Tracks		
Dining Room		
Ceiling/Walls/Floors/Baseboards		
Doors/Hinges/Knobs		
Windows/Screens/Blinds/Tracks		
Light Fixtures/Bulbs/Switches		
Vents		
Master Bedroom		
Walls/Baseboards/Trims/Floors		
Windows/Screens/Blinds/Tracks		
Doors/Hinges/Knobs		
Light Fixtures/Bulbs/Switches		
Closet/Shelves/Rods		
Ceiling or Floor vents		
Bedroom 2		
Walls/Baseboards/Trims/Floors		
Windows/Screens/Blinds/Tracks		
Doors/Hinges/Knobs		
Light Fixtures/Bulbs/Switches		
Closet/Shelves/Rods		
Ceiling or Floor vents		
Bedroom 3		
Walls/Baseboards/Trims/Floors		
Windows/Screens/Blinds/Tracks		

Doors/Hinges/Knobs		
Light Fixtures/Bulbs/Switches		
Closet/Shelves/Rods		
Ceiling or Floor vents		
Bedroom 4		
Walls/Baseboards/Trims/Floors		
Windows/Screens/Blinds/Tracks		
Doors/Hinges/Knobs		
Light Fixtures/Bulbs/Switches		
Closet/Shelves/Rods		
Ceiling or Floor vents		
Bonus Room		
Walls/Baseboards/Trims/Floors		
Windows/Screens/Blinds/Tracks		
Doors/Hinges/Knobs		
Light Fixtures/Bulbs/Switches		
Closet/Shelves/Rods		
Ceiling or Floor vents		
Master Bathroom		
Ceiling/Floors/Walls		
Doors/Hinges/Knobs		
Cabinets/Shelves/Drawers		
Countertops/Mirror/Sink/Basin		
Drains/Faucet/Sink stoppers		
Toilet/seat/lid		
Shower door/Tub/valves/drains		
T.P. Holder/Towel Bars		
Windows/Screens/Blinds/Tracks		
Light Fixtures/Bulbs/Switches		
Exhaust Fan/vents		
Bathroom 2		
Ceiling/Floors/Walls		

Doors/Hinges/Knobs		
Cabinets/Shelves/Drawers		
Countertops/Mirror/Sink/Basin		
Drains/Faucet/Sink stoppers		
Toilet/seat/lid		
Shower door/Tub/valves/drains		
T.P. Holder/Towel Bars		
Windows/Screens/Blinds/Tracks		
Light Fixtures/Bulbs/Switches		
Exhaust Fan/vents		
Bathroom 3		
Ceiling/Floors/Walls		
Doors/Hinges/Knobs		
Cabinets/Shelves/Drawers		
Countertops/Mirror/Sink/Basin		
Drains/Faucet/Sink stoppers		
Toilet/seat/lid		
Shower door/Tub/valves/drains		
T.P. Holder/Towel Bars		
Windows/Screens/Blinds/Tracks		
Light Fixtures/Bulbs/Switches		
Exhaust Fan/vents		
Garage		
Walls/Ceiling		
Doors/Hinges/Knobs		
Light Fixtures/Bulbs/Switches		
Floor		
Auto Door/motor/wall pad		
Water heater/Furnace/filters		
Laundry Room		
Ceiling/Walls/Floors		

Washer/Dryer/Vent		
Lights Fixture/Exhaust/switches		
Windows/Screens/Blinds/Tracks		
Other		
Yard		
Front yard and porch		
Back yard and patio		
Exterior/siding/windows/roof		
Shed/Storage (inside/outside)		
Fence/Gate		
Extra notes		
Misc items		
Misc items		
Keys and remotes received		

Tenant Signature:_____ Date:_____

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