PCPM, LLC — Pearson Creek Property Management

4730 S National Ave B4, Springfield, MO 65810 · 417-844-6363 · pcpmrentals@gmail.com

Move-In Condition Checklist

Tenant(s): _____ Move-in date: _____

Property address: _____ Unit: _____

Condition codes: N = New G = Good F = Fair P = Poor D = Damaged NA = Not applicable. Note stains, scratches, holes, missing items. Attach photos if possible.

Item	Condition	Notes
Entry / Hallways		
Front door & lock		
Walls & paint		
Flooring		
Light fixtures & switches		
Closet		
Living Room		
Walls & paint		
Flooring / carpet		
Windows & screens		
Blinds / window coverings		
Lights, outlets & switches		
Ceiling fan		
Kitchen		
Walls & paint		
Flooring		
Cabinets & drawers		
Countertops		
Sink & faucet / disposal		
Refrigerator		
Range / oven & hood		
Dishwasher		
Microwave		
Lights & outlets		
Dining Area		
Walls & paint		
Flooring		
Light fixture		
Windows & blinds		
Bedroom 1		
Walls & paint		
Flooring / carpet		
Closet & doors		
Windows, screens & blinds		
Lights, outlets & fan		

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Item	Condition	Notes
Bedroom 2		
Walls & paint		
Flooring / carpet		
Closet & doors		
Windows, screens & blinds		
Lights, outlets & fan		
Bedroom 3		
Walls & paint		
Flooring / carpet		
Closet & doors		
Windows, screens & blinds		
Lights, outlets & fan		
Bathroom 1		
Walls & paint		
Flooring		
Toilet		
Tub / shower & caulk		
Sink, vanity & faucet		
Mirror & cabinet		
Exhaust fan & lights		
Bathroom 2		
Walls & paint		
Flooring		
Toilet		
Tub / shower & caulk		
Sink, vanity & faucet		
Mirror & cabinet		
Exhaust fan & lights		
Laundry / Utility		
Washer / dryer hookups or appliances		
Water heater		
HVAC unit & filter		
Flooring & walls		
Safety		
Smoke detectors (test)		
CO detector (test)		
Fire extinguisher		

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Move-In Condition Checklist

Item	Condition	Notes
Exterior / Garage		
Garage door & opener		
Yard & landscaping		
Patio / deck		
Exterior doors & locks		
Trash bins		
Keys & Furnishings		
Keys / fobs / remotes received (#)		
Furnishings (furnished units — list items)		

Additional notes:

Tenant should complete and return this checklist within the timeframe stated in the lease. It documents condition at move-in and is used at move-out.

Tenant signature: _____ Date: _____

Tenant signature: _____ Date: _____

PCPM representative: _____ Date: _____