Inspection report (move-in / move-out)

☐ Move-in inspection ☐ Move-out inspection

Place

Date

Landlord or representative

Full name or company name

Tenant

Full name

Address of the property

Meter readings and keys

Electricity meter (reading)

Water meter (reading)

Gas meter (reading)

Number of keys handed over

Details

Condition room by room

N = new · G = good · F = fair · P = poor

Room or item	Condition at move-in	Condition at move-out	Notes

General remarks and reservations

Landlord's signature

Name in full

Tenant's signature

Name in full