

# Move-In Inventory List (Room-by-Room)

Document the condition of the property at move-in to protect your deposit.

**How to use:** Complete this together with the landlord/agent at move-in. Take dated photos/videos and reference them (e.g., P01, P02). Both parties should sign each page or initial at the bottom.

Tenant: \_\_\_\_\_ Landlord/Agent: \_\_\_\_\_

Premises: \_\_\_\_\_ Move-in date: \_\_\_\_\_

## Entrance / Living Room

Item	Condition (Good/Fair/Poor)	Notes / Damage	Photo Ref (P01...)
Main door & lock	_____	_____	_____
Walls/paint	_____	_____	_____
Flooring	_____	_____	_____
Ceiling	_____	_____	_____
Windows & locks	_____	_____	_____
Curtain rails/blinds	_____	_____	_____
Light fittings	_____	_____	_____
Sockets/switches	_____	_____	_____

## Kitchen

Item	Condition (Good/Fair/Poor)	Notes / Damage	Photo Ref (P01...)
Sink & taps	_____	_____	_____
Water pressure/hot water	_____	_____	_____
Cabinets	_____	_____	_____
Countertop	_____	_____	_____
Cooker/oven (if included)	_____	_____	_____
Extractor/hood	_____	_____	_____
Fridge space/socket	_____	_____	_____
Tiles & grout	_____	_____	_____

## Bedroom 1

Item	Condition (Good/Fair/Poor)	Notes / Damage	Photo Ref (P01...)
Door & lock	_____	_____	_____
Walls/paint	_____	_____	_____
Flooring	_____	_____	_____
Wardrobe	_____	_____	_____
Windows & locks	_____	_____	_____
Light fittings	_____	_____	_____
Sockets/switches	_____	_____	_____

## Bedroom 2 (if applicable)

Item	Condition (Good/Fair/Poor)	Notes / Damage	Photo Ref (P01...)
Door & lock	_____	_____	_____
Walls/paint	_____	_____	_____
Flooring	_____	_____	_____
Wardrobe	_____	_____	_____
Windows & locks	_____	_____	_____
Light fittings	_____	_____	_____
Sockets/switches	_____	_____	_____

## Bathroom / Toilet

Item	Condition (Good/Fair/Poor)	Notes / Damage	Photo Ref (P01...)
Toilet flush	_____	_____	_____
Shower	_____	_____	_____
Hot water	_____	_____	_____
Sink & taps	_____	_____	_____
Drainage	_____	_____	_____
Tiles	_____	_____	_____
Mirror/cabinet	_____	_____	_____
Ventilation	_____	_____	_____

## Balcony / Outdoor

Item	Condition (Good/Fair/Poor)	Notes / Damage	Photo Ref (P01...)
Balcony floor	_____	_____	_____
Railing	_____	_____	_____
Drainage	_____	_____	_____
Lighting	_____	_____	_____
Any existing cracks	_____	_____	_____

## Meters & Keys

Item	Condition (Good/Fair/Poor)	Notes / Damage	Photo Ref (P01...)
Electricity meter reading	_____	_____	_____
Water meter reading	_____	_____	_____
Number of keys	_____	_____	_____
Remotes/cards	_____	_____	_____
Parking access tag	_____	_____	_____

## Photo Documentation Guide

Use a simple naming system so your inventory matches your photos.

- Take wide shots for each room, then close-ups of any damage.
- Photograph meter readings and key handover.
- Use labels like P01, P02... and write them in the table.
- Save originals and back them up (cloud storage).

## Page Initials

Tenant initials: \_\_\_\_\_ Landlord/Agent initials: \_\_\_\_\_