

Move-in inspection form

The Importance of the Move-in Inspection

It is important to check your unit when you move in so that you cannot be forced to pay for damage that is already there. By checking the apartment when you first move in, you can also report any problems that you would like your landlord to fix.

Examine everything in the list below, write down all the problems you see, and take pictures of any pre-existing damage. If possible, have the landlord or property manager inspect the unit with you and initial the items he or she agrees to fix. You should both sign the completed form and keep a copy. If you have a support worker assisting you, you may also want to provide a copy to them. Access [Community Legal Education Ontario's section on Repairs and Maintenance](#) for more help on how to approach problems found in your inspection.



Move-in inspection for: (Address of apartment)

Kitchen				
Item	Yes	No	N/A	Comments and Initials of Landlord and Tenant(s)
Is there an electrical outlet in the kitchen that works?				
Is the stove in good working condition?				
Is the refrigerator in good working condition?				
If there is a dishwasher, is it in good working condition?				
Other:				
Bathroom				
Is the toilet in adequate condition?				
Is there a sink with hot and cold running water? Does the water drain quickly?				
Is there a tub and/or shower with hot and cold water? Does the water drain quickly?				
Is there ventilation from a fan or window in the bathroom? (Is there evidence of mold or mildew due to poor ventilation?)				
Other:				
Other:				



General Unit Condition				
Item	Yes	No	N/A	Comments and Initials of Landlord and Tenant(s)
Do all the windows open and close? Do the windows have working locks?				
Are any of the windows broken? Are any of the storm windows or screens broken or missing?				
Do all windows have curtains, blinds, shades, or other coverings? If not, can you install your own for privacy and to regulate temperature?				
Is there a working lock on the front/back door of the unit?				
Do you see any water stains on the walls or ceilings? If so, has the leak been fixed?				
If there are hardwood floors, do you see any deep scratches, burns, black marks, or places where the wood is worn down?				
If there is carpeting, do you see any stains, burns, or tears?				
Are there any holes or large cracks in the walls or ceiling?				



Are there places where the paint is peeling or flaking?				
Does the unit have a working smoke detector? Carbon monoxide detector? (Ask how you can test the detectors and if they are regularly inspected.)				
Is there any evidence of bugs or rodents?				
Other:				
Other:				



We agree that the information above accurately represents the condition of the unit when the tenant moved in. The landlord agrees to make the repairs initialed on this form. The landlord and tenant have each received a copy of this form.

Tenant Signature:

Date:

Landlord Signature:

Date:

Witness (if appropriate):

Date:

