



# Move In Inspection Report (MII)

Property Address: \_\_\_\_\_

Tenant Name(s): \_\_\_\_\_

Move-In Date: \_\_\_\_\_ Total Deposit: \_\_\_\_\_

Per your Lease Agreement, please complete this form during the first two (2) weeks of occupancy and return it to our office. **DUE BY:** \_\_\_\_\_

We will review this report and send you a copy for your records. This form is not to be used to report repair requests.

Please email the work order requests separately to [service@beckergrp.com](mailto:service@beckergrp.com)

**For Mgmt**

General	new	good/clean	other	comments	NEED Pic	Pics in file	Work Order
Paint							
Flooring							
Cleaning		Professionally Cleaned:					

Entry	new	good/clean	other	comments	NEED Pic	pic in file	work order
doors/knobs/locks							
windows/screens							
flooring/baseboards							
walls/ceilings							
light fixtures							
switches/outlets							

Living Room	new	good/clean	other	comments	NEED Pic	pic in file	work order
flooring/baseboards							
walls/ceilings							
windows/screens							
window coverings							
light fixtures							
switches/outlets							
doors/knobs/locks							
Dining Rm/Area							

Lessee's Initials \_\_\_\_\_ / \_\_\_\_\_ Agent's Initials \_\_\_\_\_

	new	good/clean	other	comments	NEED Pic	pic in file	work order
<b>Kitchen</b>							
flooring/baseboards							
walls/ceilings							
windows/screens							
window coverings							
light fixtures							
switches/outlets							
oven/range/hood							
dishwasher							
sink/faucet/disposal							
cabinets							
counters							

	new	good/clean	other		NEED Pic	pic in file	work order
<b>Bedroom</b>							
doors/knobs/locks							
flooring/baseboards							
walls/ceilings							
windows/screens							
window coverings							
light fixtures							
switches/outlets							
closet							

	new	good/clean	other	comments	NEED Pic	pic in file	work order
<b>Bathroom</b>							
doors/knobs/locks							
flooring/baseboards							
walls/ceilings							
windows/screens							
window coverings							
light fixtures							
exhaust fan							
switches/outlets							
toilet							
tub/shower							
sink/faucet							
cabinets/counters							
hardware							

Hall/Stairs	new	good/clean	other	comments	NEED Pic	pic in file	work order
flooring/baseboards							
walls/ceilings/rails							
windows/coverings							
light fixtures							
switches/outlets							
closets							

Garage	new	good/clean	other	comments	NEED Pic	pic in file	work order
garage door							
other doors							
floors							
cabinets/counters							
light fixtures							
switches/outlets							
windows							
storage							
<b>Laundry</b>							
<b>Other Room</b>							

Exterior	new	good/clean	other	comments	NEED Pic	pic in file	work order
landscaping							
patio/deck							
fences/gates							
sprinklers/timers							
walkways/driveways							
mailbox							
light fixtures							
building exterior							

Misc	new	good/clean	other	comments	NEED Pic	pic in file	work order
Smoke/CO detectors							
heater/thermostat							
air conditioning							
water heater							
<b>water/sewer</b>							
<b>trash</b>							
<b>electricity</b>							
<b>gas</b>							

Keys/Remotes	new	good/clean	other	comments	NEED Pic	pic in file	work order
unit keys							
mail key							
common areas							
other							
HOA							
remotes							
codes							

Misc	new	good/clean	other	comments	NEED Pic	pic in file	work order

Lessee \_\_\_\_\_ date

Jenny Petty . Agent \_\_\_\_\_ date

Lessee \_\_\_\_\_ date

**The Becker Group, Inc.**  
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