PROPERTELLIGENT

Tenant Move-Out Checklist

Property / unit: _____ Review date: _____

- [ ] Confirm arrangements under the lease and local rules

- [ ] Arrange a condition review and document observations

- [ ] Compare condition with the move-in record

- [ ] Record returned keys and access devices

- [ ] Record relevant meter readings and forwarding details securely

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- [ ] Research applicable deposit accounting and notice rules

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- [ ] Retain evidence and seek advice before deductions

- [ ] Schedule repairs, cleaning and readiness review

General organizational guidance, not legal, financial or tax advice. Rules vary by state and locality.

Check current requirements with qualified advisers. This checklist does not guarantee compliance.

Notes / owner / next review: _____