RATE PROPERTY MANAGEMENT www.frpmrentals.com 7150 W Potomac Dr		Move-Out and Cleaning Inspection Form	
	7150 W Potomac Dr Boise, ID 83704 (208) 321-1900	Page 1 of 4	
Date:	Address:		

Move-Out Inspection: The move-out inspection will be performed with or without

the tenant. The following requirements are necessary to schedule a move-out inspection:

1) Tenant must schedule at least on week in advance and prior to move out date and turning in keys

2) The unit must be completely vacated

3) Every attempt to clean thoroughly prior to the inspection should be taken, for ther is no follow-up inspection

Failure to comply with the above requirements and if the property requires cleaning, the tenants will be charged for the cleaning of the premises. At no time during the inspection will estimates of cleaning or repairs be discussed or promised. Re-read your lease to familiarize yourself with the move-out requirements, such as smoke

detector batteries, light bulbs, and other fees and procedures.

ENTRY	NOTES	HALLWAY	NOTES
Valls & Ceiling		Return Air Vent	
Baseboard Heater/Thermostat		Walls and Ceiling	
Baseboards / Trim		Baseboard Heater/Thermostat	
Closet/closet door(s)		Baseboards / Trim	
Door (inside & out)/hinges		Floor / Vinyl / Carpet	
Door (locks, striker, doorstop)		Light Fixture / Light bulbs	
Exterior Light/Light Bulb		Outlets/Switches/Plates	
Floor / Vinyl / Carpet		Smoke Detector/Battery	
Floor/Ceiling Vents		Window (Screen/coverings)	
Front Door (inside & outside)		Window (tracks/locks/sills)	
Light Fixture / Light bulbs		Closet/closet door(s)	
Outlets/Switches/Plates		Door (inside & out)/hinges	
Smoke Detector/Battery		Ceiling Fan/ Light Bulb	
Threshold/Weather Stripping		Door (locks, striker, doorstop)	
Window (Screen/coverings)		Floor/Ceiling Vents	
Window (tracks/locks/sills)		Cabinets (inside & out)	
Exterior Fire Extinguisher		Cabinet doors/hinges	
		Drawers (inside & out)	
		Drawers (faces/tracks)	
	NOTES	Phone/Cable Jack	
Walls & Ceiling	NOILO		
Baseboard Heater/Thermostat		Shelving	
Baseboard Heater/Thermostat			
Cabinet doors/hinges			NOTES
Cabinets (inside & out)			NULES
Ceiling Fan/ Light Bulb		Walls & Ceiling	
Closet/closet door(s)		Baseboard Heater/Thermostat	
Door (inside & out)/hinges		Baseboards / Trim	
Door (locks, striker, doorstop)		Cabinet doors/hinges	
Drawers (faces/tracks)		Cabinets (inside & out)	
Drawers (inside & out)		Door (inside & out)/hinges	
Exterior Light/Light Bulb		Door (locks, striker, doorstop)	
Floor / Vinyl / Carpet		Drawers (faces/tracks)	
Floor/Ceiling Vents		Drawers (inside & out)	
Light Fixture / Light bulbs		Dryer & Dryer Vent	
Outlets/Switches/Plates		Exhaust Vent	
Phone/Cable Jack			
		Faucet & plumbing underneath	
Return Air Vent		Floor / Vinyl / Carpet	
Return Air Vent Shelving		Floor / Vinyl / Carpet Floor/Ceiling Vents	
Return Air Vent Shelving Smoke Detector/Battery		Floor / Vinyl / Carpet Floor/Ceiling Vents Furnace/Filters	
Return Air Vent Shelving Smoke Detector/Battery Window (Screen/coverings)		Floor / Vinyl / Carpet Floor/Ceiling Vents Furnace/Filters Light Fixture / Light bulbs	
Return Air Vent Shelving Smoke Detector/Battery Window (Screen/coverings) Window (tracks/locks/sills)		Floor / Vinyl / Carpet Floor/Ceiling Vents Furnace/Filters Light Fixture / Light bulbs Outlets/Switches/Plates	
Return Air Vent         Shelving         Smoke Detector/Battery         Window (Screen/coverings)         Window (tracks/locks/sills)         Patio Slider & Patio Screen		Floor / Vinyl / Carpet Floor/Ceiling Vents Furnace/Filters Light Fixture / Light bulbs Outlets/Switches/Plates Shelving	
Return Air Vent         Shelving         Smoke Detector/Battery         Window (Screen/coverings)         Window (tracks/locks/sills)         Patio Slider & Patio Screen         Patio Blinds/Drapes		Floor / Vinyl / Carpet Floor/Ceiling Vents Furnace/Filters Light Fixture / Light bulbs Outlets/Switches/Plates Shelving Sink/Strainer/Sprayer	
Return Air Vent         Shelving         Smoke Detector/Battery         Window (Screen/coverings)         Window (tracks/locks/sills)         Patio Slider & Patio Screen         Patio Blinds/Drapes		Floor / Vinyl / Carpet Floor/Ceiling Vents Furnace/Filters Light Fixture / Light bulbs Outlets/Switches/Plates Shelving	
Return Air Vent         Shelving         Smoke Detector/Battery         Window (Screen/coverings)         Window (tracks/locks/sills)         Patio Slider & Patio Screen         Patio Blinds/Drapes		Floor / Vinyl / Carpet Floor/Ceiling Vents Furnace/Filters Light Fixture / Light bulbs Outlets/Switches/Plates Shelving Sink/Strainer/Sprayer	
Return Air Vent         Shelving         Smoke Detector/Battery         Window (Screen/coverings)         Window (tracks/locks/sills)         Patio Slider & Patio Screen         Patio Blinds/Drapes		Floor / Vinyl / Carpet         Floor/Ceiling Vents         Furnace/Filters         Light Fixture / Light bulbs         Outlets/Switches/Plates         Shelving         Sink/Strainer/Sprayer         Washer and drain line	
Return Air Vent Shelving Smoke Detector/Battery Window (Screen/coverings) Window (tracks/locks/sills) Patio Slider & Patio Screen Patio Blinds/Drapes Wall/Window A/C & Filter		Floor / Vinyl / Carpet         Floor/Ceiling Vents         Furnace/Filters         Light Fixture / Light bulbs         Outlets/Switches/Plates         Shelving         Sink/Strainer/Sprayer         Washer and drain line         Washer supply lines & valves	
Return Air Vent         Shelving         Smoke Detector/Battery         Window (Screen/coverings)         Window (tracks/locks/sills)         Patio Slider & Patio Screen         Patio Blinds/Drapes		Floor / Vinyl / Carpet         Floor/Ceiling Vents         Furnace/Filters         Light Fixture / Light bulbs         Outlets/Switches/Plates         Shelving         Sink/Strainer/Sprayer         Washer and drain line         Washer supply lines & valves         Water Heater	
Return Air Vent         Shelving         Smoke Detector/Battery         Window (Screen/coverings)         Window (tracks/locks/sills)         Patio Slider & Patio Screen         Patio Blinds/Drapes		Floor / Vinyl / Carpet         Floor/Ceiling Vents         Furnace/Filters         Light Fixture / Light bulbs         Outlets/Switches/Plates         Shelving         Sink/Strainer/Sprayer         Washer and drain line         Washer supply lines & valves         Water Heater         Window (Screen/coverings)	
Return Air Vent         Shelving         Smoke Detector/Battery         Window (Screen/coverings)         Window (tracks/locks/sills)         Patio Slider & Patio Screen         Patio Blinds/Drapes		Floor / Vinyl / Carpet         Floor/Ceiling Vents         Furnace/Filters         Light Fixture / Light bulbs         Outlets/Switches/Plates         Shelving         Sink/Strainer/Sprayer         Washer and drain line         Washer supply lines & valves         Water Heater         Window (Screen/coverings)	

Date:	Address:		
STAIRS/LANDINGS	NOTES	DINING ROOM	NOTES
Return Air Vent	NOTES	Baseboard Heater/Thermostat	NOTED
Banister/Handrails		Baseboards / Trim	
Baseboards / Trim		Cabinet doors/hinges	
Floor / Vinyl / Carpet		Cabinets (inside & out)	
Light Fixture / Light bulbs		Door (inside & out)/hinges	
Outlets/Switches/Plates		Door (locks, striker, doorstop)	
Smoke Detector/Battery		Drawers (faces/tracks)	
Walls and Ceiling		Drawers (inside & out)	
Window (Screen/coverings)		Floor / Vinyl / Carpet	
Window (tracks/locks/sills)		Floor/Ceiling Vents	
		Light Fixture / Light bulbs	
		Outlets/Switches/Plates	
		Phone/Cable Jack	
KITCHEN	NOTES	Pantry/Shelving	
Baseboard Heater/Thermostat		Smoke Detector/Battery	
Baseboards / Trim		Walls & Ceiling	
Cabinet doors/hinges	1	Window (Screen/coverings)	
Cabinets (inside & out)	łł	Window (tracks/locks/sills)	
Counter tops/back splash	1	Walls & Ceiling	
Dishwasher (inside & out)	łł	Exterior Light/Light Bulb	
Dishwasher racks/silverware bask	set	Patio Slider & Patio Screen	
Door (inside & out)/hinges		Patio Blinds/Drapes	
Door (locks, striker, doorstop)	<u>∤</u>		
Drawers (faces/tracks)	<u> </u>		
Drawers (inside & out)	<u> </u>		
Faucet & plumbing underneath		BONUS/FAMILY ROOM	NOTES
Floor / Vinyl / Carpet		Baseboard Heater/Thermostat	NOTES
Floor/Ceiling Vents		Baseboards / Trim	
, s			
Garbage Disposal/Cover		Cabinet doors/hinges	
Light Fixture / Light bulbs		Cabinets (inside & out)	
Microwave/bulb Outlets/Switches/GFI/Plates		Ceiling Fan/ Light Bulb	
		Closet/closet door(s)	
Oven (inside & out & underneath) Oven Elements / racks		Door (inside & out)/hinges Door (locks, striker, doorstop)	
Oven light bulb/storage drawer		Floor / Vinyl / Carpet	
Phone/Cable Jack		Floor/Ceiling Vents	
Refrigerator Light bulb	-	Light Fixture / Light bulbs	
Refrigerator/Freezer (inside/out)		Outlets/Switches/Plates	
Pantry/Shelving		Patio Blinds/Drapes	
Sink/Strainer/Sprayer		Patio Slider & Patio Screen	
Smoke Detector/Battery	4	Phone/Cable Jack	
Stove Hood/Fan/Filter/Bulb	-	Return Air Vent	
Stove Top Drip Pans/Elements	4	Shelving	
Walls & Ceiling		Smoke Detector/Battery	
Window (Screen/coverings)	4	Walls & Ceiling	
Window (tracks/locks/sills)	4	Window (Screen/coverings)	
Paper Towel Holder	łł	Window (Screen/coverings) Window (tracks/locks/sills)	
	ł		
	<u> </u>	│	
Bedroom #1	NOTES	Bedroom #2	NOTES
Baseboard Heater/Thermostat	1	Baseboard Heater/Thermostat	
Baseboards / Trim	1	Baseboards / Trim	
Cabinet doors/hinges	łł	Cabinet doors/hinges	
Cabinets (inside & out)	łł	Cabinets (inside & out)	
Ceiling Fan/ Light Bulb	1	Ceiling Fan/ Light Bulb	
Closet/closet door(s)	łł	Closet/closet door(s)	
Door (inside & out)/hinges	łł	Door (inside & out)/hinges	
Door (locks, striker, doorstop)	<u>∤</u>	Door (locks, striker, doorstop)	
Floor / Vinyl / Carpet	łł	Floor / Vinyl / Carpet	
Floor/Ceiling Vents	łł	Floor/Ceiling Vents	
Light Fixture / Light bulbs	łł	Light Fixture / Light bulbs	
Outlets/Switches/Plates	1	Outlets/Switches/Plates	
Patio Blinds/Drapes	łł	Patio Blinds/Drapes	
Patio Slider & Patio Screen	1	Patio Slider & Patio Screen	
Phone/Cable Jack	łł	Phone/Cable Jack	
Shelving	<u> </u>	Shelving	
Smoke Detector/Battery	łł	Smoke Detector/Battery	
Walls & Ceiling	<u> </u>	Walls & Ceiling	
Walls & Celling Window (Screen/coverings)	ł – – – – – – – – – – – – – – – – – – –	Window (Screen/coverings)	
Window (tracks/locks/sills)	<u>∤</u>	Window (tracks/locks/sills)	
Exterior Light/Light Bulb	<u>∤</u>	Exterior Light/Light Bulb	
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Date: A	uddress:		
Bedroom #3	NOTES	Bath #1	NOTES
Baseboard Heater/Thermostat		Baseboard Heater/Thermostat	
Baseboards / Trim		Baseboards / Trim	
Cabinet doors/hinges		Bath/Tub/Shower	
Cabinets (inside & out)		Cabinet doors/hinges	
Ceiling Fan/ Light Bulb		Cabinets (inside & out)	
Closet/closet door(s)		Closet/Closet Doors	
Door (inside & out)/hinges		Counter tops/back splash	
Door (locks, striker, doorstop)		Door (inside & out)/hinges	
Floor / Vinyl / Carpet		Door (locks, striker, doorstop)	
Floor/Ceiling Vents		Drain & Drain Stop	
Light Fixture / Light bulbs		Drawers (faces/tracks)	
Outlets/Switches/Plates		Drawers (inside & out)	
Patio Blinds/Drapes		Exhaust fan	
Patio Slider & Patio Screen		Faucet & plumbing underneath	
Phone/Cable Jack		Floor / Vinyl / Carpet	
Shelving		Floor/Ceiling Vents	
Smoke Detector/Battery		Light Fixture / Light bulbs	
Walls & Ceiling	·	Medicine cabinet/Mirror	
Window (Screen/coverings)		Outlets/Switches/GFI/Plates	
Window (Screen/Coverings) Window (tracks/locks/sills)		Shelving	
Exterior Light/Light Bulb		Shower Door/Curtain Rod	
		Shower Head & valves	
		Snower Head & valves Sink & stopper	
		Toilet, tank, flapper, & fill valve	
Deducers #4	NOTES	Towel Ring/Towel Bar/TP Holder	
Bedroom #4	NUIES		
Baseboard Heater/Thermostat		Tub Spout/Diverter	
Baseboards / Trim		Vanity Light Bulbs	
Cabinet doors/hinges		Walls & Ceiling	
Cabinets (inside & out)		Window (Screen/coverings)	
Ceiling Fan/ Light Bulb		Window (tracks/locks/sills)	
Closet/closet door(s)			
Door (inside & out)/hinges			
Door (locks, striker, doorstop)			
Floor / Vinyl / Carpet		Bath #2	NOTES
Floor/Ceiling Vents		Baseboard Heater/Thermostat	
Light Fixture / Light bulbs		Baseboards / Trim	
Outlets/Switches/Plates		Bath/Tub/Shower	
Patio Blinds/Drapes		Cabinet doors/hinges	
Patio Slider & Patio Screen		Cabinets (inside & out)	
Phone/Cable Jack		Closet/Closet Doors	
Shelving		Counter tops/back splash	
Smoke Detector/Battery		Door (inside & out)/hinges	
Walls & Ceiling		Door (locks, striker, doorstop)	
Window (Screen/coverings)		Drain & Drain Stop	
Window (tracks/locks/sills)		Drawers (faces/tracks)	
Exterior Light/Light Bulb		Drawers (inside & out)	
		Exhaust fan	
		Faucet & plumbing underneath	
Badraam #E	NOTES	Floor / Vinyl / Carpet Floor/Ceiling Vents	
Bedroom #5	NUIES		
Baseboard Heater/Thermostat		Light Fixture / Light bulbs	
Baseboards / Trim		Medicine cabinet/Mirror	
Cabinet doors/hinges		Outlets/Switches/GFI/Plates	
Cabinets (inside & out)		Shelving	
Ceiling Fan/ Light Bulb		Shower Door/Curtain Rod	
Closet/closet door(s)		Shower Head & valves	
Door (inside & out)/hinges		Sink & stopper	
Door (locks, striker, doorstop)		Toilet, tank, flapper, & fill valve	
Floor / Vinyl / Carpet		Towel Ring/Towel Bar/TP Holder	
Floor/Ceiling Vents		Tub Spout/Diverter	
Light Fixture / Light bulbs		Vanity Light Bulbs	
Outlets/Switches/Plates		Walls & Ceiling	
Patio Blinds/Drapes		Window (Screen/coverings)	
Patio Slider & Patio Screen		Window (tracks/locks/sills)	
Phone/Cable Jack			
Shelving			
Smoke Detector/Battery		KEYS	NOTES
UNIONE DELECIUI/DALLEIY		All keys to apartment	
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Walls & Ceiling		Garage door keys	
Walls & Ceiling Window (Screen/coverings)		Garage door keys Garage Remotes	
Walls & Ceiling Window (Screen/coverings) Window (tracks/locks/sills)		Garage Remotes	
Walls & Ceiling Window (Screen/coverings) Window (tracks/locks/sills)		Garage Remotes Laundry Room Keys	
Walls & Ceiling Window (Screen/coverings) Window (tracks/locks/sills)		Garage Remotes Laundry Room Keys Mail Box key	
Walls & Ceiling Window (Screen/coverings)		Garage Remotes Laundry Room Keys	

Date:	Address:

Bath #3	NOTES	STORAGE/GARAGE	NOTES
Baseboard Heater/Thermostat		Baseboard Heater/Thermostat	
Baseboards / Trim		Baseboards / Trim	
Bath/Tub/Shower		Cabinet doors/hinges	
Cabinet doors/hinges		Cabinets (inside & out)	
Cabinets (inside & out)		Carport	
Closet/Closet Doors		Door (inside & out)/hinges	
Counter Tops/Back Splash		Door (locks, striker, doorstop)	
Door (inside & out)/hinges		Floor / Vinyl / Carpet	
Door (locks, striker, doorstop)		Light Fixture / Light bulbs	
Drain & Drain Stop		Outlets/Switches/GFI/Plates	
Drawers (faces/tracks)		Overhead door.opener/lock	
Drawers (inside & out)		Shelving	
Exhaust fan		Threshold & weather stripping	
Faucet & plumbing underneath		Walls & Ceiling	
Floor / Vinyl / Carpet		Window (Screen/coverings)	
Floor/Ceiling Vents		Window (tracks/locks/sills)	
ight Fixture / Light bulbs			
Medicine Cabinet/Mirror			
Dutlets/Swiches/GFI/Plates			
Shelving		EXTERIOR	NOTES
Shower Door/Curtain Rod		All doors	
Shower Head & Valves		Driveway (grease free)	
Sink & stopper		Front door light fixture/bulb	
Foilet, tank, flapper, & fill valve		Gutters/Roof	
Towel Ring/Towel Bar/TP Holder		Mailbox	
Tub Spout/Diverter		Outlets/covers	
/anity Light Bulbs		Patio light fixture/bulb	
Valls & Ceiling		Patio/Balcony (clean & swept)	
Vindow (Screen/coverings)		Pool/Spa	
Vindow (tracks/locks/sills)		Siding/Trim/soffitt	

## **CLEANING TIPS**

1. Clean from room to room

2. Start high and work your way down. Clean the ceiling, then light fixtures, then windows and blinds, then walls, and the floors last.

3. Use Pledge or Old English Polish, on wood cabinets after you have cleaned them with pine-sol/water solution.

4. Vacuum out drawers and cabinets first, then use pine-sol/water solution to clean them out.

5. Wash metal floor vents in dishwasher first, then use pine-sol/water solution to wipe them down.

6. Use a dry toothbrush to clean switches, outlets, phone & cable jack crevices.

7. Use Pine-Sol with warm water to wash down 90% of the interior.

8. Use soft-scrub and a tooth brush to clean around faucet handles.

9. Use soft-scrub to clean bath fixtures and showers, then buff with a dry towel or glass cleaner to get streak free mirror finish on chrome.

10. Use Pumas stone to remove hard water stains in toilets.

11. Vacuum window and patio door tracks, then use solution with tooth brush to clean well.

12. Vacuum Carpets and treat stains.

13. Use self clean feature of oven first. Then use oven cleaner. After applying the oven clean, set the oven temp to warm to expedite the drying of the oven cleaner solution. Then use dry towel to remove the residue from the oven cleaner. This may take several attempts.

14. Use degreaser and scrub brush to remove oil from driveway, garage, or storage.

15. Refrigerator rolls out to clean underneath and behind.

16. Stove drawer pulls out to clean underneath.

17. Goo-Gone works well to remove gum and stickers.

**Tenant Signature** 

Move -Out date:

Move-Out Inspector (FRPM Rep)