



BRANDS CAPITAL CORP.

P.O. Box 8221 • Pittsburgh, PA 15217 • info@brandscapital.com • 412-226-8989

Move-In Checklist

Dear New Tenant,

Prior to moving in, we at Brands Capital took photos of your unit and inspected it for any major repair or cleaning needs. Oftentimes, however, there are small defects such as stains and scratches that are not financially worthwhile for us to repair. While we will not be making these small repairs, it is important for us to note these minor defects so that you are not charged for them when you move out. It is essential, therefore, that you complete our move-in checklist to document any concerns that you might have about your unit. Remember, if this checklist is not returned to us within **3 business days** of your move-in, Brands Capital may see fit to charge you for any undocumented damages when you move out.

Please be clear and concise in your comments. Additional space is provided on the last page of this checklist if you need to explain anything in detail. You can make a checkmark or write "Fine" or "OK" in the box when you find an item in good condition. **Management will assume no defects were found for any items in which boxes were left empty.**

Tenant Name: _____

Move-In Date: _____

Address: _____

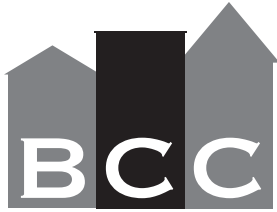
Date Checklist Received by Management: _____

Living Room

	Comments
Floor	
Walls	
Ceiling	
Doors/Locks	
Windows	
Screens	
Shades/blinds	
Closet	
Fixtures	
Light bulbs	

Entrance Hall

	Comments
Floor	
Walls	
Ceiling	
Doors/Locks	
Windows	
Screens	
Shades/blinds	
Closet	
Fixtures	
Light bulbs	



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Kitchen

	Comments
Floor	
Walls	
Ceiling	
Doors/Locks	
Windows	
Screens	
Shades/blinds	
Fixtures	
Light bulbs	
Cabinets	
Drawers	
Sink	
Counters	
Fan	

Stove/Oven

	Comments
Exterior	
Burners	
Vent	
Timers/Controls	
Racks	
Surface	
Drip Pan	
Lights	

Refrigerator

	Comments
Exterior	
Interior	
Lights	

Dishwasher

	Comments
Exterior	
Interior	
Lights	

Dining Room

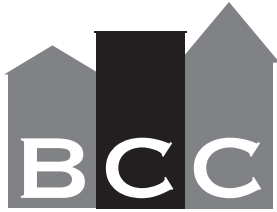
	Comments
Floor	
Walls	
Ceiling	
Doors/Locks	
Windows	
Screens	
Fixtures	
Light bulbs	

Front Porch

	Comments
Fixtures	
Light bulbs	
Wood/cement	

Back Porch

	Comments
Fixtures	
Light bulbs	
Wood/cement	



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Bathrooms

	Bathroom 1	Bathroom 2	Bathroom 3
Floor/Tile			
Walls			
Ceiling			
Doors/Locks			
Windows			
Screens			
Shades/blinds			
Fixtures			
Light bulbs			
Sink			
Bathtub			
Shower			
Toilet			
Mirror			
Counters			
Cabinets			
Shelves			
Fan			

Bedrooms

	Bedroom 1	Bedroom 2	Bedroom 3
Floor			
Walls			
Ceiling			
Doors/Locks			
Windows			
Screens			
Shades/blinds			
Fixtures			
Light bulbs			
Closet			

	Bedroom 4	Bedroom 5	Bedroom 6
Floor			
Walls			
Ceiling			
Doors/Locks			
Windows			
Screens			
Shades/blinds			
Fixtures			
Light bulbs			
Closet			

