

ANNUAL
UNIT INSPECTION RECORD

Unit Address: _____ Apt. # _____ Unit Size _____ BR

| <i>Items</i> | <i>Condition</i> | <i>Items</i> | <i>Condition</i> |
|-----------------------|------------------|----------------------------|------------------|
| KITCHEN | | LIVING ROOM | |
| Doors | | Doors | |
| Walls | | Walls | |
| Ceiling | | Ceiling | |
| Floor | | Floor | |
| Range | | Fireplace | |
| Counter tops | | Other: | |
| Sink | | BEDROOM #1 | |
| Garbage Disposal | | Doors | |
| Refrigerator | | Walls | |
| Dishwasher | | Ceiling | |
| Cabinets | | Floor | |
| Other: | | Other: | |
| BATHROOM #1 | | BEDROOM #2 | |
| Doors | | Doors | |
| Walls | | Walls | |
| Ceiling | | Ceiling | |
| Floor | | Floor | |
| Toilet | | Other: | |
| Basin | | BEDROOM #3 | |
| Tub | | Doors | |
| Shower | | Walls | |
| Vanity | | Ceiling | |
| Other: | | Floor | |
| BATHROOM #2 | | Other: | |
| Doors | | WINDOWS | |
| Walls | | SCREENS | |
| Ceiling | | LOCKS | |
| Floor | | SHADES | |
| Toilet | | DRAPES | |
| Basin | | PORCH & STAIRS | |
| Tub | | HOT WATER HEATER | |
| Shower | | KEYS | |
| Vanity | | BUILDING EXTERIOR | |
| Other: | | YARD | |
| | | TRASH PICK-UP | |
| SMOKE DETECTOR | | FURNACE/HEATING | |
| SMOKE DETECTOR | | ELECTRICAL FIXTURES | |
| SMOKE DETECTOR | | ELECTRICAL OUTLETS | |

Resident's Signature

Date

Resident's Signature

Date

Manager's Signature

Date

