

No. 997L CHECK-IN / CHECK-OUT SHEET
 UPON MOVE IN give Resident part 3 - file parts 1 and 2
 UPON MOVE OUT give Resident part 2 - retain file part 1

• To avoid disconnection, you're WE Energies account should be established in your name as of your move-in date listed below. 800-242-9137

Wisconsin Legal Blank Co., Inc.
 Milwaukee, WI

CHECK-IN / CHECK-OUT SHEET

1 Tenant(s): _____
 2 _____
 3 Date Moved In: _____ Address: _____ Unit No.: _____
 4 Date Moved Out: _____ City, State, Zip: _____

ROOM OR AREA	MOVE-IN INSPECTION	MOVE-OUT INSPECTION	COST TO CORRECT
KITCHEN			
WALLS/CEILING			
STOVE			
OUTSIDE & HOOD			
STOVE - INSIDE			
REFRIGERATOR - OUTSIDE			
REFRIGERATOR - INSIDE			
DISHWASHER			
OUTSIDE-CONTROLS			
DISHWASHER			
INSIDE (ALL PARTS)			
DISHWASHER FUNCTION			
SINK & FAUCETS			
COUNTER TOPS			
CUPBOARDS			
UPPER & LOWER			
BATHROOM 1			
CABINET/VANITY			
TUB & TILE/CAULK			
FAUCETS			
TOWEL BARS			
WALLS/CEILINGS			
BATHROOM 2/HALF			
CABINET/VANITY			
TUB & TILE/CAULK			
FAUCETS			
TOWEL BARS			
WALLS/CEILINGS			
DINING ROOM			
CARPET/FLOOR			
WALLS/CEILING			
LIVING ROOM			
FLOOR			
WALLS/CEILING			
HALLWAY			
LINEN CLOSET			
WALLS/CEILINGS/ CARPET/FLOOR			

White - File Copy • Canary - Move Out Copy • Pink - Move In Copy

44 Tenant(s) from pg. 1: _____

45	ROOM OR AREA	MOVE-IN INSPECTION	MOVE-OUT INSPECTION	COST TO CORRECT
46	BEDROOM 1			
47	CARPET/FLOOR			
48	WALLS/CEILING			
49	DOORS & CLOSET			
50	BEDROOM 2			
51	CARPET/FLOOR			
52	WALLS/CEILING			
53	DOORS & CLOSET			
54	BEDROOM 3			
55	CARPET/FLOOR			
56	WALLS/CEILING			
57	DOORS & CLOSET			
58	MISCELLANEOUS			
59	DRAPES/RODS			
60	BLINDS/SHADES			
61	WINDOWS			
62	WINDOW SCREENS			
63	ALL DOORS			
64	PLUMBING LEAKS			
65	LIGHT BULBS			
66	WATER SOFTENER			
67	GARAGE DOOR OPENERS			
68	AIR CONDITIONING			
69	LAUNDRY AREA			
70	WASHER			
71	DRYER			
72	TV ANTENNA			
73	STORAGE AREA			
74				

75 **COMMENTS (Move In):** _____
 76 _____
 77 _____
 78 _____
 79 _____
 80 _____

COMMENTS (Move Out): _____

TOTAL \$ _____

MOVE IN INSPECTION

82 Tenant accepts responsibility of rental unit "As Is" with the
 83 exceptions listed above.

84 Tenant _____ Date _____
 85 Tenant _____ Date _____
 86 Tenant _____ Date _____
 87 Tenant _____ Date _____
 88 Owner/Agent _____ Date _____

MOVE OUT INSPECTION

Inspection results hereby accepted.

Tenant _____ Date _____
 Tenant _____ Date _____
 Tenant _____ Date _____
 Tenant _____ Date _____
 Owner/Agent _____ Date _____

89 **When To Use:** Landlord shall give a new residential tenant a check-in sheet. Tenant may use the check-in sheet to make comments, if any, about
 90 the condition of the premises, and must return the sheet to landlord within 7 days from the date tenant commences occupancy.
 91 §704.08, Wis. Stats.