

To be completed on _____ with both _____ and _____

This report is for the _____ (start/end) of the tenancy of the _____ room.

- (if move-in) **ask them if they have paid rent** and wait with them until rent is paid first
- (if move-in) Are they on the WiFi
 TMH: TurtleMountainHome - [Iwouldliketousesthewifi2!](#) MLM: TP-Link_8C38 - [60152398](#)
- Entry Access added/removed (TMH: Code; MLM: buzzy)
 - (If diamond) Have they returned their physical key?
- Join/Remove Roommate from Signal TMH thread
 - (if move-in) Roommate said hi on the Signal group thread
- TMH: Join/Remove Roommate from Sweepy Household
- Roommate had marked their room clean on the Sweepy app

For each below (structure and furnishings), mark one of **Clean**, **Dirty** (cleanable), **Replace** (missing/damaged), or **Marked/Stained** (take picture)

Structure

Furnishings

_____ Floor including area under bed
(ex: new divots, gouges, marking)

_____ Curtains

_____ Baseboards (ex: unpainted areas usually with new divots, gouges, etc.)

_____ Mirrors (cracks, breakage)

_____ Closet (ex: scuffs, etc)

_____ Bed frame

_____ Walls (ex: spray, stains, scratches, gouges, holes)

_____ Sheets and Pillow Cases

_____ Ceilings

_____ Mattress Protector (take picture)

_____ Doors

_____ Mattress (take picture)

_____ Door Frames and Caulking

_____ Mini Fridge (clean, defrosted)

_____ Lighting Fixture

_____ Bedside Nightstand

_____ Window glass and frame

_____ Bedside Lamp

_____ Window sills

_____ Desk

_____ Window screen

_____ Chair

_____ Plugs, Switches, LAN Port

_____ TV

_____ Chromecast + remote

_____ Streaming Services logged-in

Assigned Common Areas

_____ Kitchen (Fridge shelf, Freezer basket, Cabinet shelves, Pantry shelf)

_____ Bathroom (Shower basket, cabinet areas)

_____ Upstairs Toilet (Under sink bin)

_____ (if diamond)
Backyard (clean, mulch coverage, porch deck, stairs, gate)

- You have told the roommate and they understand:
 - to lock / unlock both doors in the upstairs bathroom
 - to leave bathroom doors to common spaces ajar when not in use
 - water damage can occur if you defrost a fridge on move-out by unplugging - must be supervised
- Wait until the Roommate signs the form** before leaving. All must sign to complete it.

Roommate

I, _____ (Occupant 1 of the room), _____ (agree/disagree) that this report fairly represents the condition of the room.

I, _____ (Occupant 2 of the room), _____ (agree/disagree) that this report fairly represents the condition of the room.

- Mark your room as clean on Sweepy (DL: <https://sweepy.com/#about>)
- Say hi in the Signal group-chat (DL: <https://signal.org/download/>)
- Review the orientation videos ASAP (<https://upscalehavens.ca/tmh/onboard-tmh>)

<u>Signatures</u>	<u>Notes or Declarations:</u>
Date Inspected and Signed: _____	
Roommate 1 Name: _____	
Roommate 1 Sign: _____	
Roommate 2 Name: _____	
Roommate 2 Sign: _____	
Landlord/Agent Name: _____	
Landlord/Agent Sign: _____	