MULTIFAMILY NW
The Association Promoting Quality Rental Housing

CITY OF PORTLAND, OREGON

CONDITION AT MOVE-IN

EQUAL HOUSING OPPORTUNITY

MOVE-IN DATE SAMPLE PROPERTY NAME / NUMBER _____

RESIDENT NAME(S) _____ _____ _____

_____ _____ _____

UNIT NUMBER _____ STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

OF BEDROOMS SAMPLE # OF BATHROOMS SAMPLE

DATE DUE TO OWNER/AGENT _____

	ITEM	N/A	ACCEPTABLE	ISSUE NOTED	DESCRIBE ISSUE NOTED
LIVING ROOM/ENTRY					
1	Walls	☐	☐	☐	
2	Ceiling	☐	☐	☐	
3	Floor Material	☐	☐	☐	
4	Doors	☐	☐	☐	
5	Door Frames	☐	☐	☐	
6	Knobs	☐	☐	☐	
7	Locks	☐	☐	☐	
8	Sliding Door	☐	☐	☐	
9	Screens	☐	☐	☐	
10	Window Coverings	☐	☐	☐	
11	Curtain Rods	☐	☐	☐	
12	Light Fixtures	☐	☐	☐	
13	Ceiling Fan	☐	☐	☐	
14	Bulbs	☐	☐	☐	
15	Electric Outlets	☐	☐	☐	
16	Switches	☐	☐	☐	
17	Outlet/Switch Covers	☐	☐	☐	
18	Heater	☐	☐	☐	
19	Thermostat	☐	☐	☐	
20	Fireplace	☐	☐	☐	
21	Hooks and Rods	☐	☐	☐	
22	Window Unit Air Conditioner	☐	☐	☐	
23	_____	☐	☐	☐	
24	_____	☐	☐	☐	
25	_____	☐	☐	☐	
KITCHEN/DINING ROOM					
26	Walls	☐	☐	☐	
27	Ceiling	☐	☐	☐	
28	Floor Material	☐	☐	☐	
29	Sliding Door	☐	☐	☐	
30	Screens	☐	☐	☐	
31	Window Coverings	☐	☐	☐	

SAMPLE

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☐ ON SITE ☐ RESIDENT ☐ MAIN OFFICE (IF REQUIRED)

RESIDENT NAME(S) _____ UNIT NUMBER _____

	ITEM	N/A	ACCEPT-ABLE	ISSUE NOTED	DESCRIBE ISSUE NOTED
KITCHEN/DINING ROOM (CONTINUED)					
32	Curtain Rods	☐	☐	☐	
33	Light Fixtures	☐	☐	☐	
34	Ceiling Fan	☐	☐	☐	
35	Bulbs	☐	☐	☐	
36	Electric Outlets	☐	☐	☐	
37	Switches	☐	☐	☐	
38	Outlet/Switch Covers	☐	☐	☐	
39	Heater	☐	☐	☐	
40	Thermostat	☐	☐	☐	
41	Cabinetry	☐	☐	☐	
42	Cabinetry/Drawer Pulls	☐	☐	☐	
43	Countertops	☐	☐	☐	
44	Backsplash	☐	☐	☐	
45	Sink	☐	☐	☐	
46	Faucet	☐	☐	☐	
47	Garbage Disposal	☐	☐	☐	
48	Oven/Stove	☐	☐	☐	
49	Drip Pans	☐	☐	☐	
50	Hood Fan	☐	☐	☐	
51	Refrigerator	☐	☐	☐	
52	Dishwasher	☐	☐	☐	
53	Microwave	☐	☐	☐	
54	Hooks and Rods	☐	☐	☐	
55	Window Unit Air Conditioner	☐	☐	☐	
56	_____	☐	☐	☐	
57	_____	☐	☐	☐	
STORAGE/OTHER	☐ **N/A**				
58	Doors	☐	☐	☐	
59	Door Frames	☐	☐	☐	
60	Knobs	☐	☐	☐	
61	Locks	☐	☐	☐	
62	Light Fixtures	☐	☐	☐	
63	Bulbs	☐	☐	☐	
64	Electric Outlets	☐	☐	☐	
65	Switches	☐	☐	☐	
66	Outlet/Switch Covers	☐	☐	☐	
67	Heater	☐	☐	☐	
68	Thermostat	☐	☐	☐	
69	Washer	☐	☐	☐	
70	Dryer	☐	☐	☐	
71	Deck/Patio	☐	☐	☐	
72	Hooks and Rods	☐	☐	☐	
73	Window Unit Air Conditioner	☐	☐	☐	

SAMPLE

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RESIDENT NAME(S) _____ UNIT NUMBER _____

ITEM		N/A	ACCEPTABLE	ISSUE NOTED	DESCRIBE ISSUE NOTED
STORAGE / OTHER (CONTINUED)					
74		☐	☐	☐	
75		☐	☐	☐	
76		☐	☐	☐	
PRIMARY BEDROOM ☐ **N/A**					
77	Walls	☐	☐	☐	
78	Ceiling	☐	☐	☐	
79	Floor Material	☐	☐	☐	
80	Doors	☐	☐	☐	
81	Door Frames	☐	☐	☐	
82	Closet Doors	☐	☐	☐	
83	Knobs	☐	☐	☐	
84	Locks	☐	☐	☐	
85	Sliding Door	☐	☐	☐	
86	Screens	☐	☐	☐	
87	Window Coverings	☐	☐	☐	
88	Curtain Rods	☐	☐	☐	
89	Light Fixtures	☐	☐	☐	
90	Ceiling Fan	☐	☐	☐	
91	Bulbs	☐	☐	☐	
92	Electric Outlets	☐	☐	☐	
93	Switches	☐	☐	☐	
94	Outlet / Switch Covers	☐	☐	☐	
95	Heater	☐	☐	☐	
96	Thermostat	☐	☐	☐	
97	Hooks and Rods	☐	☐	☐	
98	Window Unit Air Conditioner	☐	☐	☐	
99		☐	☐	☐	
100		☐	☐	☐	
101		☐	☐	☐	
BEDROOM 2 ☐ **N/A**					
102	Walls	☐	☐	☐	
103	Ceiling	☐	☐	☐	
104	Floor Material	☐	☐	☐	
105	Doors	☐	☐	☐	
106	Door Frames	☐	☐	☐	
107	Closet Doors	☐	☐	☐	
108	Knobs	☐	☐	☐	
109	Locks	☐	☐	☐	
110	Screens	☐	☐	☐	
111	Window Coverings	☐	☐	☐	
112	Curtain Rods	☐	☐	☐	
113	Light Fixtures	☐	☐	☐	

SAMPLE

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RESIDENT NAME(S) _____ UNIT NUMBER _____

ITEM	N/A	ACCEPT-ABLE	ISSUE NOTED	DESCRIBE ISSUE NOTED
BEDROOM 2 (CONTINUED)				
114 Ceiling Fan	☐	☐	☐	
115 Bulbs	☐	☐	☐	
116 Electric Outlets	☐	☐	☐	
117 Switches	☐	☐	☐	
118 Outlet/Switch Covers	☐	☐	☐	
119 Heater	☐	☐	☐	
120 Thermostat	☐	☐	☐	
121 Hooks and Rods	☐	☐	☐	
122 Window Unit Air Conditioner	☐	☐	☐	
123 _____	☐	☐	☐	
BEDROOM 3 ☐ **N/A**				
124 Walls	☐	☐	☐	
125 Ceiling	☐	☐	☐	
126 Floor Material	☐	☐	☐	
127 Doors	☐	☐	☐	
128 Door Frames	☐	☐	☐	
129 Closet Doors	☐	☐	☐	
130 Knobs	☐	☐	☐	
131 Locks	☐	☐	☐	
132 Screens	☐	☐	☐	
133 Window Coverings	☐	☐	☐	
134 Curtain Rods	☐	☐	☐	
135 Light Fixtures	☐	☐	☐	
136 Ceiling Fan	☐	☐	☐	
137 Bulbs	☐	☐	☐	
138 Electric Outlets	☐	☐	☐	
139 Switches	☐	☐	☐	
140 Outlet/Switch Covers	☐	☐	☐	
141 Heater	☐	☐	☐	
142 Thermostat	☐	☐	☐	
143 Hooks and Rods	☐	☐	☐	
144 Window Unit Air Conditioner	☐	☐	☐	
145 _____	☐	☐	☐	
146 _____	☐	☐	☐	
ESSENTIAL SERVICES				
147 Plumbing	☐	☐	☐	
148 Heating	☐	☐	☐	
149 Electricity	☐	☐	☐	
150 Water Heater	☐	☐	☐	
151 Gas	☐	☐	☐	

SAMPLE

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RESIDENT NAME(S) _____ UNIT NUMBER _____

ITEM	N/A	ACCEPTABLE	ISSUE NOTED	DESCRIBE ISSUE NOTED
BATHROOM 1 ☐ **N/A**				
152 Walls	☐	☐	☐	
153 Ceiling	☐	☐	☐	
154 Floor Material	☐	☐	☐	
155 Doors	☐	☐	☐	
156 Door Frames	☐	☐	☐	
157 Knobs	☐	☐	☐	
158 Locks	☐	☐	☐	
159 Screens	☐	☐	☐	
160 Window Coverings	☐	☐	☐	
161 Curtain Rods	☐	☐	☐	
162 Light Fixtures	☐	☐	☐	
163 Bulbs	☐	☐	☐	
164 Electric Outlets	☐	☐	☐	
165 Switches	☐	☐	☐	
166 Outlet/Switch Covers	☐	☐	☐	
167 Sink	☐	☐	☐	
168 Faucet	☐	☐	☐	
169 Cabinetry	☐	☐	☐	
170 Cabinetry/Drawer Pulls	☐	☐	☐	
171 Countertops	☐	☐	☐	
172 Mirror/Med Cabinet	☐	☐	☐	
173 Toilet	☐	☐	☐	
174 Toilet Seat	☐	☐	☐	
175 Shower/Tub	☐	☐	☐	
176 Shower/Tub Surround	☐	☐	☐	
177 Showerhead	☐	☐	☐	
178 Tub Faucet	☐	☐	☐	
179 Towel Bars	☐	☐	☐	
180 Toilet Paper Holder	☐	☐	☐	
181 Shower Rod	☐	☐	☐	
182 Fan	☐	☐	☐	
183 Heater	☐	☐	☐	
184 Thermostat	☐	☐	☐	
185 Hooks and Rods	☐	☐	☐	
186 _____	☐	☐	☐	
187 _____	☐	☐	☐	
188 _____	☐	☐	☐	
189 _____	☐	☐	☐	
BATHROOM 2 ☐ **N/A**				
190 Walls	☐	☐	☐	
191 Ceiling	☐	☐	☐	
192 Floor Material	☐	☐	☐	
193 Doors	☐	☐	☐	

SAMPLE

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RESIDENT NAME(S) _____ UNIT NUMBER _____

ITEM	N/A	ACCEPT-ABLE	ISSUE NOTED	DESCRIBE ISSUE NOTED
BATHROOM 2 (CONTINUED)				
194 Door Frames	☐	☐	☐	
195 Knobs	☐	☐	☐	
196 Locks	☐	☐	☐	
197 Screens	☐	☐	☐	
198 Window Coverings	☐	☐	☐	
199 Curtain Rods	☐	☐	☐	
200 Light Fixtures	☐	☐	☐	
201 Bulbs	☐	☐	☐	
202 Electric Outlets	☐	☐	☐	
203 Switches	☐	☐	☐	
204 Outlet/Switch Covers	☐	☐	☐	
205 Sink	☐	☐	☐	
206 Faucet	☐	☐	☐	
207 Hooks and Rods	☐	☐	☐	
208 Cabinetry	☐	☐	☐	
209 Cabinetry/Drawer Pulls	☐	☐	☐	
210 Countertops	☐	☐	☐	
211 Mirror/Med Cabinet	☐	☐	☐	
212 Toilet	☐	☐	☐	
213 Toilet Seat	☐	☐	☐	
214 Shower/Tub	☐	☐	☐	
215 Shower/Tub Surround	☐	☐	☐	
216 Showerhead	☐	☐	☐	
217 Tub Faucet	☐	☐	☐	
218 Towel Bars	☐	☐	☐	
219 Toilet Paper Holder	☐	☐	☐	
220 Shower Rod	☐	☐	☐	
221 Fan	☐	☐	☐	
222 Heater	☐	☐	☐	
223 Thermostat	☐	☐	☐	
224 _____	☐	☐	☐	
225 _____	☐	☐	☐	
226 _____	☐	☐	☐	
227 _____	☐	☐	☐	

INSTRUCTIONS TO RESIDENT: At the time of move-out you will be held liable for any unusual wear and tear and damage unless it has been listed in this section. Please carefully inspect the condition of the unit. You may supplement any information on this form for up to 5 days after move-in by contacting Owner/Agent.

ADDITIONAL NOTES/COMMENTS

SAMPLE

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RESIDENT NAME(S) _____ UNIT NUMBER _____

ADDITIONAL NOTES/COMMENTS (CONTINUED)

RESIDENT:

(HUD Units: The unit is in decent, safe and sanitary condition. Any necessary cleaning or repairs will be completed by SAMPLE (no more than 30 days after effective date of lease).)

SAMPLE

I accept this unit in clean condition and good repair except as noted above.

X _____ _____
RESIDENT DATE

X _____ _____
RESIDENT DATE

X _____ _____
RESIDENT DATE

X _____ _____
RESIDENT DATE

X _____ _____
RESIDENT DATE

X _____ _____
RESIDENT DATE

OWNER/AGENT:

☐ Owner/Agent accepts and agrees with the conditions noted above.

X _____ _____
OWNER/AGENT DATE

SAMPLE

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MULTIFAMILY NW
The Association Promoting Quality Rental Housing

CITY OF PORTLAND, OREGON

UNIT CONDITION REPORT ADDENDUM

EQUAL HOUSING OPPORTUNITY

DATE _____ PROPERTY NAME / NUMBER _____

RESIDENT NAME(S) _____ _____ _____

_____ _____ _____

UNIT NUMBER _____ STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

Resident(s) dispute the following items in the Unit Condition Report:

_____

_____

_____

_____

_____

_____

This Addendum was provided by the Resident to the Owner/Landlord on the _____ day of _____, 20____.

X _____ _____ X _____ _____
RESIDENT DATE RESIDENT DATE

X _____ _____ X _____ _____
RESIDENT DATE RESIDENT DATE

X _____ _____ X _____ _____
RESIDENT DATE RESIDENT DATE

SAMPLE

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☐ ON SITE ☐ RESIDENT ☐ MAIN OFFICE (IF REQUIRED)