

Kramer Investment Corporation Move In Inspection

On _____, the undersigned tenant(s), _____
carefully inspected the apartment located at _____
and using the following list as a guideline, has found each item on the list to be undamaged and in good working order;
adequate and appropriate for customary usage; and in clean and sanitary condition. If an item **DOES NOT** meet the above
conditions, please **mark it with an "X"** and write comment.

Kitchen	Comment	Bathroom	Comment
<input type="checkbox"/> Stove	_____	<input type="checkbox"/> Vinyl Flooring	_____
<input type="checkbox"/> Oven/Drip Pans/Stove Top	_____	<input type="checkbox"/> Faucet / Sink	_____
<input type="checkbox"/> Microwave / Hood / Fan / Light	_____	<input type="checkbox"/> Cabinet / Mirror	_____
<input type="checkbox"/> Refrigerator	_____	<input type="checkbox"/> Toilet / Tank Lid / Seat	_____
<input type="checkbox"/> Cabinets	_____	<input type="checkbox"/> Toilet Paper Holder	_____
<input type="checkbox"/> Kitchen Sink / Drain Basket	_____	<input type="checkbox"/> Towel Bar	_____
<input type="checkbox"/> Kitchen Counter Top	_____	<input type="checkbox"/> Shower Rod	_____
<input type="checkbox"/> Faucet / Sink	_____	<input type="checkbox"/> Shower / Tub	_____
<input type="checkbox"/> Outlet Covers / Switch Plates	_____	<input type="checkbox"/> Shower Head / Faucet	_____
<input type="checkbox"/> Vinyl Flooring	_____	<input type="checkbox"/> Door / Door Knob / Stopper	_____
<input type="checkbox"/> Light Fixture	_____	<input type="checkbox"/> Window	_____
<input type="checkbox"/> Windows	_____	<input type="checkbox"/> Blinds	_____
		<input type="checkbox"/> Outlet Covers/ Switch Plates	_____
Living Room / Dining Area	Comment	Bedroom	Comment
<input type="checkbox"/> Carpet	_____	<input type="checkbox"/> Blinds	_____
<input type="checkbox"/> Windows	_____	<input type="checkbox"/> Carpets	_____
<input type="checkbox"/> Blinds	_____	<input type="checkbox"/> Outlet Covers/Switch Plates	_____
<input type="checkbox"/> Walls – Holes / Scratches	_____	<input type="checkbox"/> Smoke Detector	_____
<input type="checkbox"/> Outlet Covers / Switch Plates	_____	<input type="checkbox"/> Light Fixtures / Bulbs	_____
<input type="checkbox"/> Smoke Detector	_____	<input type="checkbox"/> Attic Crawl Space Lid	_____
<input type="checkbox"/> Light Fixtures / Bulbs	_____	<input type="checkbox"/> Mirror/Closet Door	_____
<input type="checkbox"/> Water Heater & Closet	_____	<input type="checkbox"/> Doors / Door Knob / Stopper	_____
<input type="checkbox"/> Door Knobs / Stoppers	_____	<input type="checkbox"/> Walls – Holes/Scratches	_____
<input type="checkbox"/> Heater / Thermostat	_____	<input type="checkbox"/> Windows	_____
<input type="checkbox"/> Wall Heater Grates / Filter	_____	<input type="checkbox"/> Patio / Deck	_____
		<input type="checkbox"/> Breaker Box	_____
Entry	Comment	Entry	Comment
<input type="checkbox"/> Entry Door / Knob / Key	_____	<input type="checkbox"/> Entry Patio / Walkway	_____
<input type="checkbox"/> Entry Light	_____	<input type="checkbox"/> Mailbox Key	_____

**** Smoke detector Tested in Good Working Condition**

Initials

Date

Signature

Phone Number

Date

Service Call Charge Back Fees (Labor Fees)

Please note that as a tenant, when you are requesting any service or repair the following charges may be billed back to your account if the service technician determines the problem or issue is deemed the fault of the tenant. All charges below are estimates and the final charges will be determined after the work is complete. If a service is not listed below, please call the office for more information.

Batteries/Light Bulbs	Business Hours	\$50.00/minimum plus materials (If Meadows & Gardens tenant Purchase batteries/bulb we will install N/C
	After Hours	\$250.00/minimum plus material (This includes Meadows & Gardens tenants)
Locked Out of Unit	Business Hours	\$50.00/minimum
	After Hours	\$250.00/minimum
Re-Key Locks	Business Hours	\$50.00/minimum, then \$50.00 per additional hour, plus materials and all outside vendor charges
	After Hours	\$250.00/minimum for first 2 hours, then \$75.00 per hour, plus materials and all outside vendor charges
Lost Keys-Replacement Keys	Business Hours	\$10.00/per key if tenant pick up at office
	Business Hours	\$50.00/minimum for key delivery, plus materials
	After Hours	Will not service
Toilet/Sewer Back-up	Business Hours	\$50.00/minimum, then \$50.00 per additional hour, plus materials and all outside vendor charges
	After Hours	\$250.00/minimum for first 2 hours, then \$75.00 per hour, plus materials and all outside vendor charges
Clogged Sink Drain	Business Hours	\$50.00/minimum, then \$50.00 per additional hour, plus materials and all outside vendor charges
	After Hours	\$250.00/minimum for first 2 hours, then \$75.00 per hour, plus materials and all outside vendor charges
Clogged Disposal at Kitchen Sink	Business Hours	\$50.00/minimum, then \$50.00 per additional hour, plus materials and all outside vendor charges
	After Hours	\$250.00/minimum for first 2 hours, then \$75.00 per hour, plus materials and all outside vendor charges
Broken Door/Window	Business Hours	\$50.00/minimum, then \$50.00 per additional hour, plus materials and all outside vendor charges
	After Hours	\$250.00/minimum for first 2 hours, then \$75.00 per hour, plus materials and all outside vendor charges
Fumigation	Business Hours	\$50.00/minimum, then \$50.00 per additional hour, plus materials and all outside vendor charges
	After Hours	\$250.00/minimum for first 2 hours, then \$75.00 per hour, plus materials and all outside vendor charges
Heating Unit	Business Hours	\$50.00/minimum, then \$50.00 per additional hour, plus materials and all outside vendor charges
	After Hours	\$250.00/minimum for first 2 hours, then \$75.00 per hour, plus materials and all outside vendor charges
Service Call for Tenant Damage	Business Hours	\$50.00/minimum, then \$50.00 per additional hour, plus materials and all outside vendor charges
	After Hours	\$250.00/minimum for first 2 hours, then \$75.00 per hour, plus materials and all outside vendor charges

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Kramer Investment Corporation Apartment Inventory Checklist

On _____, the undersigned tenant(s), _____
carefully inspected the apartment located at _____
and confirm that Landlord has provided the following for use during tenancy.

Please mark with an 'X' all items that are present at time of move in and briefly describe their condition.

Present at Move-In	Condition
<input type="checkbox"/> Microwave Grease Filters	_____
<input type="checkbox"/> Kitchen Sink Drain Baskets	_____
<input type="checkbox"/> Toilet Seat	_____
<input type="checkbox"/> Door Stops	_____
<input type="checkbox"/> Co2 + Smoke Detectors	_____
<input type="checkbox"/> Light Bulbs	_____
<input type="checkbox"/> Window Screens	_____
<input type="checkbox"/> Drip Pans for Stove	_____

Duplex ONLY:

Present at Move-In	Condition
<input type="checkbox"/> Heater Filters	_____
<input type="checkbox"/> Garage Door Remote	_____
<input type="checkbox"/> Batteries for Garage Remote	_____

At move-out, tenants are responsible for these items. They must be present, clean and in found in same condition as the time of move in.

Signature Phone Number Date

Below are material costs, please note all are ESTIMATES, actual costs may vary. These estimates are concerning common repairs, cleaning and damages performed during business hours.

Batteries/Light Bulbs	\$10.00/each
Light Fixtures	\$40.00-\$100.00/each
Window Blinds	\$50.00-\$150.00/each
Mirror Closet Doors	\$250.00-\$300.00/each
Range Drip Pans & Microwave Grease Filter	\$6.00-25.00/each
Shower Curtain Brackets & Rod	\$55.00/each
Smoke & Co2 Detectors	\$60.00-\$75.00/each
Toilet Tissues Holder	\$15.00/each
Window Screens	\$65.00-\$100.00/each
Carpet Cleaning (at move out)	\$100.00/minimum (1-bedroom)
Apartment Cleaning (at move out)	\$40.00/per hour minimum of 2 hours
Interior Paint (at move out)	\$400.00-\$800.00
Ozone Apartment (odors)	\$75.00/per day

COMMENTS: _____
