



# ENTRY AND EXIT INSPECTION REPORT

**NOTE:** Landlords and tenants should conduct an inspection of the condition and contents of rental premises at the beginning and termination of a tenancy. These are called entry and exit inspections. The tenant must be offered reasonable opportunities to participate and then to include comments in the inspection report and sign it. A landlord may not retain any amount of a security deposit or pet security deposit for repairs of damage to the premises if they fail to complete an entry or exit inspection report or fail (without a reasonable excuse accepted by the rental officer) to give a copy of each report to the tenant (this does not apply to tenancy agreements entered into prior to September 1, 2010). The landlord and tenant may use this approved form. (Sections: 15 & 17 *Residential Tenancies Act*).

## 1. Landlord

Name	Phone No.
Address	

## 2. Tenant

Name	Phone No.
Address	

## 3. Date of Beginning of Tenancy (d/m/y)

## 4. Date of Termination of Tenancy (d/m/y)

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## 5. Date of Entry Inspection (d/m/y)

## 6. Date of Exit Inspection (d/m/y)

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## 7. Please note if inspection is for pet where there was no previous inspection.

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8. Area	Condition at Beginning of Tenancy	Condition at Termination of Tenancy
<b>Exterior</b>	<b>Comments</b>	<b>Comments</b>
Entrances		
Patio/Balcony Doors		
Garbage Containers		
Glass and Frames		
Stucco or Siding		
Lighting Fixtures		
Grounds/Walks		
Electrical Outlets		
<b>Entry</b>	<b>Comments</b>	<b>Comments</b>
Walls and Trim		
Ceilings		
Closets		
Lighting Fixtures		
Windows/Screens		



	Condition at Beginning of Tenancy	Condition at Termination of Tenancy
	Comments	Comments
Electrical Outlets		
Floor/Carpets		
<b>Kitchen</b>	<b>Comments</b>	<b>Comments</b>
Walls and Trim		
Ceilings		
Countertop		
Cabinets & Doors		
Stove/Stove Top		
Oven		
Exhaust Hood & Fan		
Taps/Sink		
Fridge: Crisper/Shelves		
Freezer		
Door/exterior		
Closet(s)		
Dishwasher		
Lighting Fixtures		
Windows/Screens		
Electrical Outlets		
<b>Living Room</b>	<b>Comments</b>	<b>Comments</b>
Ceiling		
Walls and Trim		
Floor/Carpet		
Closet(s)		
Lighting Fixtures		
Windows/Screens		
Electrical Outlets		
<b>Dining Room</b>	<b>Comments</b>	<b>Comments</b>
Ceiling		
Walls and Trim		
Floor/Carpet		



	Condition at Beginning of Tenancy	Condition at Termination of Tenancy
	Comments	Comments
Lighting Fixtures		
Windows/Screens		
Electrical Outlets		
Stairway and Hall	Comments	Comments
Treads & Landings		
Railings/Bannister		
Walls and Trim		
Ceilings		
Closets		
Lighting Fixtures		
Windows/Screens		
Electrical Outlets		
Main Bathroom	Comments	Comments
Ceiling		
Walls and Trim		
Floor/Carpet		
Cabinets and Mirror		
Tub/Shower/Taps		
Sink/Taps		
Toilet		
Door		
Lighting Fixtures		
Windows/Screens		
Electrical Outlets		
Fan		
Master Bedroom (1)	Comments	Comments
Ceiling		
Walls and Trim		
Floor/Carpet		
Closet(s)		
Doors		



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	Condition at Beginning of Tenancy	Condition at Termination of Tenancy
	Comments	Comments
Lighting Fixtures		
Windows/Screens		
Electrical Outlets		
Bedroom (2)	Comments	Comments
Ceiling		
Walls and Trim		
Floor/Carpet		
Closet(s)		
Doors		
Lighting		
Windows/Screens		
Electrical Outlets		
Bedroom (3)	Comments	Comments
Ceiling		
Walls and Trims		
Floor/Carpet		
Closet(s)		
Doors		
Lighting		
Windows/Screens		
Electrical Outlets		
Basement / Utility Room	Comments	Comments
Washer/Dryer		
Electrical Outlets		
Furnace/Boiler		
Hot Water Tank		
Stairs/Stairwell		
Windows/Screens		
Lighting		
Electrical Outlets		



### 9. Other comments

Area	Condition at Beginning of Tenancy	Condition at Termination of Tenancy

### 10. Keys

Type of Key or Control	# Issued at Start of Tenancy	# Returned at End of Tenancy

### 11. Entry Inspection – Comments and Signatures

Tenant's name \_\_\_\_\_

Comments on the entry inspection report: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

X \_\_\_\_\_  
Tenant's Signature \_\_\_\_\_  
Date (d/m/y)

X \_\_\_\_\_  
Landlord's Signature \_\_\_\_\_  
Date (d/m/y)

### 12. Exit Inspection – Comments and Signatures

Tenant's name \_\_\_\_\_

Comments on the exit inspection report: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

X \_\_\_\_\_  
Tenant's Signature \_\_\_\_\_  
Date (d/m/y)

Landlord's name: \_\_\_\_\_

Address at termination (if different than at beginning of tenancy) \_\_\_\_\_

\_\_\_\_\_

X \_\_\_\_\_  
Landlord's Signature \_\_\_\_\_  
Date (d/m/y)