

EASTMORE - INFORMATION CHECK-IN SHEET

Landlord: Eastmore Real Estate Management, Inc.
 3287 N. Oakland Ave.
 Milwaukee, WI 53211

Tenant(s): _____

Phone: (414) 961-1822 Fax: (414) 961-0220

Property: _____

Manager: _____

Unit # _____

Phone: _____

Move In Date: _____

Please complete the Move-In Exceptions, sign the report and return it to the Landlord within 7 days of the move-in.

The premises are being delivered in clean, sanitary and good operating condition, unless otherwise noted below.

This is not a request for maintenance. Contact the landlord if maintenance is required. The following list of items is not comprehensive.

	Move-In Exceptions
LR, DR, HALLS	
Walls/Ceiling	
Floor/Carpet	
Baseboards	
Closets/Doors/Locks	
Lights/Mirrors	
Drapes/Rods/Blinds	
Windows/Tracks/Screens	
Radiators	
Fireplace	
KITCHEN	
Walls/Ceiling	
Floor/Carpet	
Counter Tops/Tile	
Sink	
Cabinets	
Oven/Stove	
Hood/Fan/Lights	
Dishwasher/Refrigerator	
Windows/Tracks/Screens	
BEDROOM(S)	
Walls/Ceiling	
Floor/Carpet	
Radiators	
Lights/Mirror	
Drapes/Rods/Blinds	
Windows/Tracks/Screens	
Closets/Doors/Locks	
BATHROOM(S)	
Walls/Ceiling	
Floor/Carpet	
Cabinets/ Mirror	
Sink	
Tub/Shower	
Tile/Grout	
Lights/Vent Fan	
Toilet	
Windows/Tracks/Screens	
Towel Bar/Accessories	
Miscellaneous	
Washer/Dryer	
Heat/Air Conditioning	
Balcony/Deck/Patio	
Storage/Parking Area	
Number of Keys	
Locks	
Modern (if applicable)	

Resident's Signature _____

Date _____