

# STANDARD INVENTORY INSPECTION FORM

Michigan Public Act 348

YOU SHOULD COMPLETE THIS CHECKLIST, NOTING THE CONDITION OF THE RENTAL PROPERTY, AND RETURN IT TO THE LANDLORD WITHIN 7 DAYS AFTER OBTAINING POSSESSION OF THE RENTAL UNIT. YOU ARE ALSO ENTITLED TO REQUEST AND RECEIVE A COPY OF THE LAST TERMINATION INVENTORY CHECKLIST WHICH SHOWS WHAT CLAIMS WERE CHARGEABLE TO THE LAST PRIOR TENANTS.

It is the landlord's responsibility to fill out the ending condition. **This Inspection Form** becomes a basis for refunding the security deposit.

**Don't forget to consider items such as windows, screens, doors, locks, electrical and plumbing fixtures, paint, shelves, carpeting, draperies, and closets.**

**Don't forget to inventory the number of pieces of furniture. Don't forget signatures.**

	ADDRESS OF UNIT					
	BEGINNING CONDITION      Date _____			ENDING CONDITION      Date _____		
<b>KITCHEN</b>  Floors  Walls/Ceiling  Stove/Refrigerator  Sink/Counter Top  Other						
<b>LIVING ROOM</b>  Floors  Walls/Ceiling  Other						
<b>BATHROOM</b>  Floors  Walls/Ceiling  Toilet/Wash Basin  Shower/Tub  Other						
<b>BEDROOM(S)</b>  Floors  Walls/Ceiling  Other	<b>1</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>3</b>
<b>FURNITURE INVENTORY</b>  Kitchen Chairs  Tables  End Tables  Lounge Chairs  Sofas  Lamps  Study Desks  Study Chairs  Bookcases  Mattresses  Other						

<b>BEGINNING</b>	<b>ENDING</b>
1 _____	1 _____
2 _____	2 _____
3 _____	3 _____
4 _____	4 _____
_____ TENANT(S) SIGNATURES	_____ TENANT(S) SIGNATURES
_____ LANDLORD'S SIGNATURE      PHONE NO.	_____ LANDLORD'S SIGNATURE      PHONE NO.
_____ LANDLORD'S ADDRESS	_____ LANDLORD'S ADDRESS

## PORTIONS OF MICHIGAN PUBLIC ACT 348 OF 1972

### Section 8

(1) The landlord shall make use of inventory checklists both at the commencement and termination of occupancy for each rental unit which detail the condition of the rental unit for which a security deposit is required.

(2) At the commencement of the lease, the landlord shall furnish the tenant 2 blank copies of a commencement inventory checklist, which form shall be identical to the form used for the termination inventory checklist. The checklist shall include all items in the rental unit owned by the landlord including, but not limited to, carpeting, draperies, appliances, windows, furniture, walls, closets, shelves, paint, doors, plumbing fixtures and electrical fixtures.

(3) Unless the landlord and tenant agree to complete their inventory checklist within a shorter period, the tenant shall review the checklist, note the condition of the property and return 1 copy of the checklist to the landlord within 7 days after receiving possession of the premises.

(4) The checklist shall contain the following notice in 12 point bold-face type at the top of the first page: **"YOU SHOULD COMPLETE THIS CHECKLIST, NOTING THE CONDITION OF THE RENTAL PROPERTY, AND RETURN IT TO THE LANDLORD WITHIN 7 DAYS AFTER OBTAINING POSSESSION OF THE RENTAL UNIT. YOU ARE ALSO ENTITLED TO REQUEST AND RECEIVE A COPY OF THE LAST TERMINATION INVENTORY CHECKLIST WHICH SHOWS WHAT CLAIMS WERE CHARGEABLE TO THE LAST PRIOR TENANTS."**

(5) At the termination of the occupancy, the landlord shall complete a termination inventory checklist listing all the damages he claims were caused by the tenant.