



# MOVEOUT CHECKLIST

## RECORD OF HOUSEMATE POSSESSIONS

Kitchen (cutlery, utensils, pots and pans, appliances, etc): \_\_\_\_\_

\_\_\_\_\_

Dinnerware (plates, glasses, placemats, etc.) \_\_\_\_\_

\_\_\_\_\_

Food items: \_\_\_\_\_

Furniture: \_\_\_\_\_

Clothing: \_\_\_\_\_

Bathroom (medicines, first aid supplies, toiletries, appliances, etc.): \_\_\_\_\_

\_\_\_\_\_

Outdoor (furniture, tools, garden equipment, etc.): \_\_\_\_\_

\_\_\_\_\_

Stored items: \_\_\_\_\_

## ADDRESS CHANGE AND NEW CONTACT INFORMATION

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**BILLS**

Type of bill	Paid through	Outstanding due	Paid on
Electric			
Heat and A/C			
Internet			
Water			
Other			

**OTHER DETAILS**

Have house keys been returned?      Yes      No      Date returned \_\_\_\_\_

Was a security deposit paid to the Householder?      Yes      No (if no, see below)

If yes, security deposit amount: \_\_\_\_\_

Total deducted for Bills \_\_\_\_\_ For Cleaning \_\_\_\_\_

Refunded to Housemate \_\_\_\_\_ Date issued \_\_\_\_\_

If no security deposit, housemate was sent copies of invoices and/or billed on \_\_\_\_\_

In the amount of: \_\_\_\_\_ Payment received on: \_\_\_\_\_