**[A blue and white sign

Description automatically generated](https://www.smartsheet.com/try-it?trp=12172&utm_source=template-word&utm_medium=content&utm_campaign=Sample+Landlord+Property+Inventory+Checklist+Template-word-12172&lpa=Sample+Landlord+Property+Inventory+Checklist+Template+word+12172)Microsoft Word Landlord Property**

**Inventory Checklist Template Example**

|  |  |  |  |
| --- | --- | --- | --- |
| **Item Name** | **No. of Items** | **Description** | **Condition** |
| **Area: Living Room** | | | |
| Sofa | 1 | 3-seater, gray fabric | Minor wear on armrests |
| Coffee Table | 1 | Wooden, dark oak | Surface has light scratches |
| Lamps | 2 | Standing lamps, chrome finish | Both in good working condition |
| Television | 1 | 42-inch LED, Samsung, remote included | Excellent condition |
| Wall Art | 3 | Framed prints, modern abstract | All in good condition |
|  |  |  |  |
| **Area: Main Bedroom** | | | |
| Queen-Size Bed Frame | 1 | Metal, black | Sturdy, minor scuffs on legs |
| Queen-Size Mattress | 1 | Medium firmness | Clean, no visible stains |
| Nightstands | 2 | Wooden, white | Both with minor surface wear |
| Wardrobe | 1 | Sliding doors, mirrored, light wood | Good condition |
| Dresser | 1 | 6 drawers, white | Some drawers slightly stiff but functional |
|  |  |  |  |
| **Area: Bedroom 2** | | | |
| Twin-Size Bed Frame | 1 | Wooden, light oak | Sturdy, no damage |
| Twin-Size Mattress | 1 | Firm | Slight wear, no visible stains |
| Compact Desk | 1 | White, with chair | Some light surface scratches |
| Wardrobe | 1 | Freestanding, dark wood | Good condition |
| Bookshelf | 1 | 5-tier, black | Minor wear on edges |
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| **Area: Kitchen** | | | |
| Refrigerator | 1 | Double door, stainless steel | Clean, in excellent working condition |
| Electric Oven | 1 | 4-burner stove | Clean, all burners functional |
| Countertop Microwave | 1 | 900W | Clean, fully operational |
| Built-In Dishwasher | 1 | Stainless steel | Good working condition |
| Kitchen Table | 1 | Wooden, seating for 4 | Minor surface wear |
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| **Area: Outside** | | | |
| Patio Set | 1 | 4 chairs, round table, metal | Minor rust spots on chairs |
| Lawn Mower | 1 | Gas-powered | Good working condition, minor scratches on body |
| BBQ Grill | 1 | Propane, 4-burner, cover included | Some rust on grill grates |
| Garden Hoses | 2 | 50 feet each, coiled | Both in good condition |
| Outdoor Lights | 10 | Solar-powered, pathway lights | All operational |

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| **Prepared By:** |  |  | **Date:** |  |

**Microsoft Word Landlord Property**

**Inventory Checklist Template**

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| --- | --- | --- | --- |
| **Item Name** | **No. of Items** | **Description** | **Condition** |
| **Area: Living Room** | | | |
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| **Area: Main Bedroom** | | | |
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| **Area: Bedroom 2** | | | |
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| **Area: Kitchen** | | | |
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| **Area: Outside** | | | |
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| **Prepared By:** |  |  | **Date:** |  |

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