**[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=Blank+Rental+Property+Inventory+Template-word-12172&lpa=Blank+Rental+Property+Inventory+Template+word+12172)Microsoft Word Rental Property**

**Inventory Template**

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| **Reviewer Name:** |  |
| **Phone / Email of Reviewer:** |  |
| **Address of Property:** |  |
| **Current Tenant:** |  |
| **Date of Inventory:** |  |

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| --- | --- | --- | --- |
| **Property Area:** Living Room | | | |
| **Item Description** | **Number of Item(s)** | **Move-In Condition** | **Move-Out Condition** |
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| **Property Area:** Kitchen | | | |
| **Item Description** | **Number of Item(s)** | **Move-In Condition** | **Move-Out Condition** |
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| **Property Area:** Bathroom | | | |
| **Item Description** | **Number of Item(s)** | **Move In-Condition** | **Move Out-Condition** |
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| **Property Area:** Bedroom | | | |
| **Item Description** | **Number of Item(s)** | **Move-In Condition** | **Move-Out Condition** |
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Authorization / Document Approvals

|  |  |  |
| --- | --- | --- |
| **Name of Landlord** | **Signature** | **Date** |
|  |  |  |
| **Name of Tenant** | **Signature** | **Date** |
|  |  |  |

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