

STATE OF ALASKA

STATE HOUSING CONDITION INSPECTION RECORD

Location	Property Tag ID #	Department Unit #
Department	Division	Date Assigned
Name of Tenant	Social Security #	# Bedrooms _____ # Occupants _____

Note: The following code letters are to be used in the check-in/out columns to denote current conditions.

G=Good DU=Damaged R=Repair/Replace M=Missing

	Item	<i>Check-In</i>				<i>Check-Out</i>				<i>Charges</i>	
		1BR	2BR	3BR	4BR	1BR	2BR	3BR	4BR		
BEDROOMS	Ceilings										
	Walls										
	Floors										
	Windows and Shades										
	Light Fixtures/Outlets										
	Closets/Shelves										
	Doors										

	Item	<i>Check-In</i>	<i>Check-Out</i>	<i>Remarks</i>		
KITCHEN	Ceiling					
	Walls					
	Floor					
	Windows and Shades					
	Light Fixtures/Outlets					
	Wall Cabinets					
	Base Cabinets					
	Closets					
	Shelves					
	Hot Water Heater					
	Sink					

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	Item	Check-In	Check-Out	Remarks	Charges
BATHROOM	Ceiling				
	Walls				
	Floor				
	Windows and Shades				
	Light Fixtures/Outlets				
	Accessories: shower rods, towel bars, soap dishes, etc				
	Medicine Cabinet				
	Tub-Shower				
	Toilet				
	Door				
	Mirror				
EXTERIOR	Roof (single/plexes)				
	Siding				
	Porch and Railings				
	Steps				
	Window Screens				
	Door Screens				
	Grounds				
	Walks				
MISC.	Heater				
	Fuel Tank				
	Clothes Poles/Lines				
	Wannigan/Storage Room				

Total Charges

CERTIFICATION

Date Insp.	Check-In Inspector	Date Insp.	Check-Out Inspector
	I hereby certify that the above check-in inspection (subject to comments in remarks column) represents a true record of the condition of the unit upon my initial occupancy and I, as the tenant, do agree to pay for damages incurred or items missing during my occupancy, reasonable wear and tear excepted, noted herein.		I hereby certify that the above check-out inspection (subject to comments in remarks column) represents a true record of the condition of the unit upon my vacating and I, as the tenant, do agree to pay for damages incurred or items missing during my occupancy, reasonable wear and tear excepted, noted herein.
Signature of Check-In Inspector		Signature of Check-Out Inspector	
Signature of Tenant		Signature of Tenant	