

**Date:** [Insert Date]

**Resident Name:** [Insert Resident Name]

**Property Address:** [Insert Property Address]

**Unit Number:** [Insert Unit Number]

# Move-In Inspection Acknowledgment

Dear [Resident Name],

This letter serves as formal acknowledgment that a move-in inspection was conducted for the above-referenced property on [Insert Date of Inspection].

By signing this document, you confirm the following:

- You have personally inspected the unit and all included furnishings, appliances, and housewares.
- The property is in good, clean, and habitable condition, except for the specific items noted on the attached Inspection Checklist.
- All utilities and electronic equipment (TV, Internet, etc.) are functioning as expected.
- You have received the required keys, fobs, and access codes for the building and unit.

If any undisclosed damages or functional issues are discovered within the first 48 hours of occupancy, they must be reported in writing to [Insert Company Name/Contact Person] at [Insert Email/Phone Number]. Failure to report discrepancies within this timeframe will result in the assumption that the unit was received in perfect condition.

**Resident Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Company Representative Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_