



YUKON RESIDENTIAL TENANCIES OFFICE
CONDITION INSPECTION REPORT

The Yukon Residential Tenancies Office provides this Condition Inspection Report template as a service to Yukoners. The Yukon Residential Tenancies Office makes no warranties or representations regarding this template, but is of the opinion that it is compliant with the Yukon *Residential Tenancies Act*.

Possession date YYYY-MM-DD	Move-in inspection date YYYY-MM-DD	Move-out date YYYY-MM-DD	Move-out inspection date YYYY-MM-DD
Landlord information			
Legal name of landlord (if entry is a business name, enter the full legal business name)			
Landlord's address for service			
Unit # (optional)	Street address or P.O. box number		
City or town	Province, territory or state	Postal code	
Tenant information			
Legal name of tenant(s)			
Address of rental unit			
Unit # (optional)	Street address or P.O. box number		
City or town	Province, territory or state	Postal code	
Legal name of tenant's agent on move-in (if applicable)			

Codes: D = Damaged G = Good F = Fair DT/ST = Dirty/stained P = Poor W = Working properly M = Missing

	Condition at beginning of tenancy		Condition at end of tenancy	
	Comment	Code	Comment	Code
Entry				
Walls and trim				
Ceilings				
Closets				
Lighting fixtures/ceiling fan/bulbs				
Windows/coverings/screens				
Floor/carpet				

		Condition at beginning of tenancy		Condition at end of tenancy	
		Comment	Code	Comment	Code
Kitchen					
Ceiling					
Walls and trim					
Floor/carpet					
Countertop					
Stove/stove top					
Oven					
Exhaust hood and fan					
Taps, sink and stoppers					
Refrigerator					
Crisper/shelves					
Freezer					
Door/exterior					
Closet(s)					
Dishwasher					
Lighting fixtures/bulbs					
Windows/coverings/screens					
Electrical outlets					
Living room					
Ceiling					
Walls and trim					
Floor/carpet					
Air conditioner/cover					
Fireplace					
TV cable/adaptor					
Closet(s)					
Lighting fixtures/ceiling fan/bulbs					
Windows/coverings/screens					
Electrical outlets					
Dining room					
Ceiling					
Walls and trim					
Floor/carpet					
Lighting fixtures/ceiling fan/bulbs					
Window/coverings/screens					
Electrical outlets					

	Condition at beginning of tenancy		Condition at end of tenancy	
	Comment	Code	Comment	Code
Stairwell and hall				
Treads and landings				
Railing/bannister				
Walls and trim				
Ceilings				
Closets				
Lighting fixtures/ceiling fan/bulbs				
Windows/coverings/screens				
Electrical outlets				
Bathrooms				
Ceiling				
Walls and trim				
Floor/carpet				
Cabinets and mirror				
Tub/shower/taps/stopper				
Sink/stopper/taps				
Toilet				
Door				
Lighting fixtures/ceiling fan/bulbs				
Windows/coverings/screens				
Electrical outlets				
Master bedroom				
Ceiling				
Walls and trim				
Floor/carpet				
Closet(s)				
Doors				
Lighting fixtures/ceiling fan/bulbs				
Windows/coverings/screens				
Electrical outlets				
Other bedrooms – # additional bedrooms _____				
Ceiling				
Walls and trim				
Floor/carpet				
Closet(s)				
Doors				
Lighting fixtures/ceiling fan/bulbs				
Windows/coverings/screens				
Electrical outlets				

	Condition at beginning of tenancy		Condition at end of tenancy	
	Comment	Code	Comment	Code
Exterior				
Front and rear entrances				
Patio/balcony doors				
Garbage containers				
Stucco and/or siding				
Lighting fixtures/bulbs				
Grounds and walks				
Electrical outlets				
Fuel tank (empty/full/%)				
Utility				
Washer/dryer				
Electrical outlets				
Garage or parking				
Electrical outlets				
Condition of surface				
Basement				
Stair and stairwell				
Walls and floor/carpet				
Furnace, water heater, plumbing				
Windows/coverings/screens				
Lighting fixtures/ceiling fan/bulbs				
Electrical outlets				
Storage				
Other				
Wood stove/fireplace				
Smoke alarm(s) (mandatory and must be in working order)				
Carbon monoxide detector (mandatory and must be in working order)				
Keys and controls	Number issued at start of tenancy	Code	Number returned at end of tenancy	Code
Building entrance keys				
Rental unit entrance main locks				
Rental unit deadbolt				
Garage door openers				
Mail box keys				

Start of tenancy

Repairs to be completed by the landlord at start of tenancy (list repairs along with completion date):

I, _____, _____
Tenant's name

☐ agree that this report fairly represents the condition of the rental unit

☐ do not agree that this report fairly represents the condition of the rental unit for the following reasons:

Landlord's signature on move-in

Tenant's signature on move-in

End of tenancy

Damage to rental unit or residential property for which the tenant is responsible:

I, _____, _____
Tenant's name

☐ agree that this report fairly represents the condition of the rental unit

☐ do not agree that this report fairly represents the condition of the rental unit for the following reasons:

Landlord's signature on move-out

Tenant's signature on move-out

Tenant's forwarding address

Unit # (optional)	Street address or P.O. box number
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City or town	Province, territory or state	Postal code
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Landlord's name at end of tenancy

Landlord's address at end of tenancy

Unit # (optional)	Street address or P.O. box number
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City or town	Province, territory or state	Postal code
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☐ tenant acknowledges receipt of this report

Initial

Tenant's signature

Date received YYYY-MM-DD

Instructions for completing rental unit condition report

The landlord and tenant or their representatives are to view the condition of the rental unit together and record the condition of the rental unit at the time of move-in and at the time of move-out by the tenant.

If the landlord or tenant complete improvements, it is recommended that a new condition inspection report is completed or an addendum signed by both parties is attached to this report.

Parties are allowed to customize this agreement to suit their needs so long as the changes (additions or deletions) are not contrary to the *Residential Tenancies Act* and the related regulations.

At the start of the tenancy

1. Use the “comment” and “code” columns under the heading “condition at beginning of tenancy” to record the code that best describes the condition of the premises at the beginning of the tenancy for each of the rooms or areas of the rental unit listed in these boxes. Use the comment column to provide details, if necessary, to better describe the condition described by the codes. For example: if the ceiling had 3 small holes in it and was clean, on the “ceiling” line you would insert in the code column the code letter “D” to indicate that the ceiling was damaged and would write the words “3 small holes” in the comment column to describe the damage. If the ceiling was also dirty, you would also insert the letters DT in the code column. Blank lines should be used to add items such as furniture and electrical connections that are not specified on the form. Tenants can use the comments column to note any specific disagreement with the landlord’s assessment.
2. If the tenant disagrees with the report, check “disagree, for the following reasons”, note the parts of the report that he or she disagrees with, if any, and set out the condition that he or she thinks best describes that part of the rental unit, and then sign and date this box. If the tenant agrees with report, check “agree”, and sign and date the box.
3. The landlord is to sign in this box on move-in, indicating that the report has been completed.
4. The tenant, or the tenant’s agent, is to sign in this box on move-in, indicating that the report has been completed.
5. The landlord should give the tenant a signed copy of this report immediately, if possible, or must provide a signed copy to the tenant within 14 days of the inspection.

At the end of the tenancy

6. List all damage to the rental unit or residential property for which the tenant is responsible.
7. If the tenant disagrees with the report, check “do not agree, for the following reasons”, note the parts of the report that he or she disagrees with, if any, and set out the condition that he or she thinks best describes that part of the rental unit, and then sign and date this box. If the tenant agrees with report, check “agree”, and sign and date the box.
8. If, at the end of the tenancy, the tenant agrees that the landlord may retain all or a part of the security deposit to pay a liability or obligation owed by the tenant to the landlord, the tenant should set out details of the amounts to be deducted, and what each amount is for.
9. The landlord is to sign in this box on move-out, indicating that the report has been completed.
10. The tenant, or the tenant’s agent, is to sign in this box on move-out, indicating that the report has been completed.
11. The tenant, or the tenant’s agent, is to insert the tenant’s forwarding address in this space so that the landlord will have an address to forward the security deposit and mail, to the tenant.
12. The landlord is to insert his or her name and current mailing address in this space so that the tenant may know where and how to contact the landlord in the future.
13. The landlord should give the tenant a signed copy of this report immediately upon completion. However, if this is not possible, the landlord must provide the tenant with a signed copy within 7 days of the later of the date the inspection is completed and the date the landlord receives the tenant’s forwarding address in writing.
14. The landlord must give the tenant two good faith opportunities to complete this report. If the tenant does not participate, the landlord must complete this report on their own.

More information is available online at yukon.ca.