

Move-Out Tenant Inspection Findings

Date: [Insert Date]

To: [Tenant's Name]

Address: [Tenant's Address]

Dear [Tenant's Name],

We conducted the move-out inspection of your unit located at [Property Address] on [Inspection Date]. Below are the findings from that inspection:

Inspection Findings

- **Walls:** [Condition of walls]
- **Flooring:** [Condition of flooring]
- **Windows:** [Condition of windows]
- **Appliances:** [Condition of appliances]
- **Plumbing:** [Condition of plumbing]
- **Cleanliness:** [Overall cleanliness]

Summary

[Summary of findings and any associated costs for damages or necessary repairs.]

Please address these findings at your earliest convenience. If you have any questions or would like to discuss the findings further, feel free to reach out at [Contact Information].

Thank you for your cooperation.

Sincerely,

[Your Name]

[Your Title]

[Property Management Company Name]