Unit 407 · Pine Residence

Move-Out Turnover Scope · 1-bedroom suite

PROPERTY	UNIT	PROGRAM
Pine Residence (sample)	407	Turnover Scope
MOVE-OUT DATE	**INSPECTION**	**COMPARED AGAINST**
Oct 15, 2026	Oct 16, 2026 · 9:40–10:05 a.m.	Move-in record · Sep 1, 2024

SUMMARY

TURNOVER STATUS

Ready for trades

Three items are beyond normal wear and tear and documented against the move-in record. Six items are normal wear. Work orders below are grouped by trade in the order they should be booked.

3	6	21
Chargeable	Wear & tear	Good

DAMAGE VS. NORMAL WEAR AND TEAR

ID	LOCATION & FINDING	AT MOVE-IN	CLASSIFICATION	PHOTOS
LIV-02	**Wall gouges behind bedroom door** Two gouges, approx. 8 cm, no door stop installed by resident	No damage recorded	Chargeable	2
KIT-04	**Cabinet door hinge pulled out** Upper cabinet left of range; screw holes stripped	Working	Chargeable	1
FLR-01	**Burn mark on laminate** Living room, near balcony door, approx. 5 cm	No damage recorded	Chargeable	2
LIV-05	**Paint scuffs in hallway** Light scuffing at shoulder height	Fresh paint	Wear & tear	1
BTH-02	**Caulking discoloured at tub** Intact but stained	Good	Wear & tear	1
FLR-03	**Minor carpet wear in bedroom** Traffic pattern at doorway	Good	Wear & tear	1

SAMPLE

CONTRACTOR-READY WORK ORDERS

Grouped by trade in recommended booking order.

ORDER	TRADE	TASKS	QTY	REF.
1	**Hardware**	Re-secure upper cabinet hinge with oversized screws or new hinge; install door stop behind bedroom door	2	KIT-04, LIV-02
2	**Drywall & paint**	Patch two gouges behind bedroom door; touch-up hallway at shoulder height; repaint bedroom wall	3	LIV-02, LIV-05
3	**Flooring**	Replace one laminate plank at balcony door	1 plank	FLR-01
4	**Caulking**	Remove and recaulk tub surround	1	BTH-02
5	**Cleaning**	Turnover clean including carpet spot treatment in bedroom	1	FLR-03

ROOM-BY-ROOM CHECKLIST

Kitchen — 1 chargeable

Cabinets, doors & hinges	Chargeable
Appliances	Good
Sink, faucet & trap	Good
Countertop & backsplash	Good

Bathroom — 1 wear

Tub & shower caulking	Wear
Fixtures & mirror	Good
Toilet & vanity	Good
Exhaust fan	Good

Living & bedroom — 2 chargeable

Walls & paint	Chargeable
Flooring	Chargeable
Doors, trim & closets	Good
Window coverings	Good

Safety at tenancy change — Pass

Smoke alarm tested · 9:44 a.m.	Pass
Suite entry lock & closer	Good
Window restrictors	Good
Keys & fobs returned	2 of 2

SAMPLE

SIGN-OFF



UnitSpect Inspector #02
Signed Oct 16, 2026 · 10:05 a.m.

Property manager review
Date reviewed: _____

This report records visible conditions at the time of inspection. It is not a structural, engineering or code compliance certification. Concealed conditions behind walls, ceilings and finishes are outside the scope of a visual inspection.

SAMPLE