Move-out evidence checklist

Avoid losing track of keys, readings and handover evidence.

Three steps

1. Check your agreement
2. Record safely accessible readings and condition
3. Save dated evidence and written confirmation

A worked example

Item	Electricity meter
Required evidence	Dated reading photo
Where stored	Move folder
Confirmed	Yes

A photo and confirmation are easier to locate than scattered messages.

This is a recordkeeping aid, not legal advice.

Move-out evidence checklist

Use one row per item or decision. Start with what you know.

Item	Required evidence	Where stored	Confirmed

My next action / when