

**SINGLE SOLDIER QUARTERS CHECKLIST**

<b><u>OCCUPANT (GRADE/NAME)</u></b>		<b><u>DATE</u></b>	<b><u>INITIAL/INTERIM INSPECTION</u></b>
<b><u>BUILDING #:</u></b>	<b><u>ROOM #:</u></b>	<b><u>PHONE NUMBER</u></b>	<b><u>PRE-TERMINATION INSPECTION</u></b>
<b><u>VACANCY DATE</u></b>	<b><u>KEYS</u></b> CARD <input type="checkbox"/> MAILBOX <input type="checkbox"/>		<b><u>TERMINATION INSPECTION</u></b>
<b><u>ITEM</u></b>	<b><u>CONDITION/ LOCATION</u></b>		
DOORS WINDOWS SCREENS			
FLOORS			
CLOSET			
EXHAUST FAN/ DUCTS			
WALLS/CEILINGS			
ENTERTAINMENT CENTER			
CABINETS/TOPS/DRAWERS			
REFRIGERATOR/FREEZERS			
STOVES/MICROWAVES			
KITCHEN SINKS/CABINETS			
BATHTUB/SHOWER			
COMMODE/LAVATORY			
MEDICINE CABINET			
SOAP TRAY/TOWEL RACK			
INSECTS/BUGS			
ELECTRICAL OUTLETS			
TELEPHONE CABLE			
BEDROOM FURNISHINGS			
LIVING ROOM FURNISHINGS			
<b><u>MISCELLANEOUS:</u></b>			

**NAME & PHONE # OF ISGT:**

**REPORT TO BLDG 5676 SINGLE SOLDIER QUARTERS OFFICE TO CLEAR**

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(SIGNATURE OF INSPECTOR)