



## Room Inspection Sheet

|                                               |                     |                       |                |                      |                       |                  |
|-----------------------------------------------|---------------------|-----------------------|----------------|----------------------|-----------------------|------------------|
| <b>Student's Name:</b>                        |                     |                       | <b>Room #:</b> | <b>Check In Date</b> | <b>Check Out Date</b> | <b>Comments:</b> |
| <b>Suite/Room Items</b>                       | <b>Satisfactory</b> | <b>Unsatisfactory</b> |                |                      |                       |                  |
| Front Door                                    |                     |                       |                |                      |                       |                  |
| Window                                        |                     |                       |                |                      |                       |                  |
| Wall                                          |                     |                       |                |                      |                       |                  |
| Ceiling                                       |                     |                       |                |                      |                       |                  |
| Light Fixtures                                |                     |                       |                |                      |                       |                  |
| Outlets                                       |                     |                       |                |                      |                       |                  |
| Floor                                         |                     |                       |                |                      |                       |                  |
| Closet                                        |                     |                       |                |                      |                       |                  |
| Bedroom Sink                                  |                     |                       |                |                      |                       |                  |
| Mirror                                        |                     |                       |                |                      |                       |                  |
| Air Conditioner                               |                     |                       |                |                      |                       |                  |
| Bed                                           |                     |                       |                |                      |                       |                  |
| Desk                                          |                     |                       |                |                      |                       |                  |
| Desk Chair                                    |                     |                       |                |                      |                       |                  |
| Drawers                                       |                     |                       |                |                      |                       |                  |
| Bathroom                                      |                     |                       |                |                      |                       |                  |
| Refrigerator                                  |                     |                       |                |                      |                       |                  |
| Microwave                                     |                     |                       |                |                      |                       |                  |
| Door Locks                                    |                     |                       |                |                      |                       |                  |
| <b>Student Signature</b><br><b>Check In</b>   |                     |                       |                |                      | <b>Date:</b>          |                  |
| <b>UB Staff Signature</b><br><b>Check In</b>  |                     |                       |                |                      | <b>Date:</b>          |                  |
| <b>Student Signature</b><br><b>Check Out</b>  |                     |                       |                |                      | <b>Date:</b>          |                  |
| <b>UB Staff Signature</b><br><b>Check Out</b> |                     |                       |                |                      | <b>Date:</b>          |                  |

