



MULTIFAMILY NW
The Association Promoting Quality Rental Housing

CITY OF PORTLAND, OREGON MOVE-IN ACCOUNTING



DATE _____ PROPERTY NAME / NUMBER _____

RESIDENT NAME(S) _____

UNIT NUMBER _____ STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

RENT/CHARGES

PRO-RATE METHOD: ☒ A ☒ B ☒ C (See #1 on page 2 of Rental Agreement)

FIRST RENT PAYMENT DUE SAMPLE \$ SAMPLE

FROM SAMPLE THRU SAMPLE

SECOND RENT PAYMENT DUE SAMPLE \$ SAMPLE

FROM SAMPLE THRU SAMPLE

TOTAL RENT DUE AT MOVE-IN \$ SAMPLE

☒ IF CHECKED, SEE SECOND MONTH'S ACCOUNTING
FOR ADDITIONAL CHARGES / ADJUSTMENTS (FORM # M035)

OTHER MONTHLY CHARGES (PRO-RATED IF PARTIAL MONTH)

SAMPLE SAMPLE \$ SAMPLE

SAMPLE \$ SAMPLE

SAMPLE \$ SAMPLE

SAMPLE \$ SAMPLE

SAMPLE \$ SAMPLE

TOTAL OTHER MONTHLY CHARGES \$ SAMPLE

SPECIALS / ADJUSTMENTS / HOA MOVE-IN ASSESSMENTS

SAMPLE \$ SAMPLE

SAMPLE \$ SAMPLE

SAMPLE \$ SAMPLE

SAMPLE \$ SAMPLE

TOTAL SPECIALS / ADJUSTMENTS / HOA ASSESSMENTS \$ SAMPLE

TOTAL RENT / CHARGES AMOUNT DUE \$ SAMPLE

PRIOR PAYMENT(S) SAMPLE - \$ SAMPLE

TOTAL CHARGES PAID AT MOVE-IN - \$ SAMPLE

RENT / CHARGES BALANCE DUE \$ SAMPLE

DEPOSITS

TOTAL DEPOSITS DUE AT MOVE-IN \$ SAMPLE *

* SEE SECURITY DEPOSIT ADDENDUM (M516) FOR TOTAL DEPOSIT DUE, ALL
APPLICABLE DEPOSIT LIMITS, DETAILS, AND PAYMENT ARRANGEMENTS

PRIOR PAYMENT(S) SAMPLE - \$ SAMPLE

DEPOSITS PAID AT MOVE-IN - \$ SAMPLE

BALANCE OF DEPOSITS DUE \$ SAMPLE

TOTALS

TOTAL RENT / CHARGES + DEPOSITS CHARGED \$ SAMPLE

TOTAL PAID \$ SAMPLE

REMAINING BALANCE DUE \$ SAMPLE **

** SEE INSTALLMENT PAYMENT AGREEMENT OR RENTAL AGREEMENT
SPECIAL PROVISIONS IF BALANCE DUE

LEASE

☒ LEASE TERM BEGINNING SAMPLE AND ENDING SAMPLE

☒ MONTH-TO-MONTH BEGINNING SAMPLE

NOTES: SAMPLE

SAMPLE
RESIDENT

SAMPLE
DATE

SAMPLE
RESIDENT

SAMPLE
DATE

SAMPLE
RESIDENT

SAMPLE
DATE

SAMPLE
RESIDENT

SAMPLE
DATE

SAMPLE
RESIDENT

SAMPLE
DATE

SAMPLE
RESIDENT

SAMPLE
DATE

SAMPLE
OWNER/AGENT

SAMPLE
DATE