

CITY OF PORTLAND, OREGON
**STATEMENT OF FINAL ACCOUNTING
(NO SECURITY DEPOSIT)**

DATE _____ PROPERTY NAME / NUMBER _____

RESIDENT NAME(S) _____

UNIT NUMBER _____ STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____

OF BEDROOMS SAMPLE # OF BATHROOMS SAMPLE

☒ Lease expiration ☒ Resident's 30-day notice ☒ No notice ☒ Owner/Agent's notice SAMPLE (type) ☒ Lease break

☒ FED charges ☒ Court action filed ☒ Never took occupancy ☒ Other SAMPLE

ORIGINAL MOVE-IN SAMPLE	NOTICE RECEIVED SAMPLE	TO VACATE ON SAMPLE	ACTUALLY VACATED ON SAMPLE	LEASE END DATE SAMPLE
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Monthly Stated Rent \$ SAMPLE

RESIDENT CHARGES

UNPAID RENT FROM SAMPLE THRU SAMPLE \$ SAMPLE

UNPAID PET RENT FROM SAMPLE THRU SAMPLE \$ SAMPLE

UNPAID GARAGE/STORAGE FROM SAMPLE THRU SAMPLE \$ SAMPLE

UNPAID UTILITIES FROM SAMPLE THRU SAMPLE \$ SAMPLE

UNPAID LATE FEES: SAMPLE \$ SAMPLE

EARLY TERMINATION FEE: SAMPLE \$ SAMPLE

PAINTING: SAMPLE \$ SAMPLE

CLEANING: SAMPLE \$ SAMPLE

CARPET CLEANING: SAMPLE \$ SAMPLE

BLIND / WINDOW COVERING CLEANING: SAMPLE \$ SAMPLE

REPAIRS: SAMPLE \$ SAMPLE

REPLACEMENTS: SAMPLE \$ SAMPLE

KEY / LOCK REPLACEMENT: SAMPLE \$ SAMPLE

STORAGE OF ABANDONED PROPERTY: SAMPLE \$ SAMPLE

GOODS REMOVAL: SAMPLE \$ SAMPLE

EXTERMINATION: SAMPLE \$ SAMPLE

HOA MOVE-OUT ASSESSMENT (COPY ATTACHED): SAMPLE \$ SAMPLE

OTHER: SAMPLE \$ SAMPLE

TOTAL CHARGES \$ SAMPLE

RESIDENT CREDITS (NO SECURITY DEPOSIT)

CREDIT SAMPLE \$ SAMPLE

CREDIT SAMPLE \$ SAMPLE

TOTAL CREDIT \$ SAMPLE

TOTAL CHARGES \$ SAMPLE

AMOUNT OF REFUND: \$ SAMPLE

AMOUNT OWED BY RESIDENT: \$ SAMPLE

SAMPLE
RESIDENT: Please remit payment as soon as possible to:

SAMPLE
SAMPLE
SAMPLE

Owner/Agent does not waive its right to bill for additional damages not shown herein or costs which are incurred or finalized after this accounting is sent.

OWNER/AGENT: If there is pre-paid rent, you must apply it to unpaid rent only and account for and refund any balance of such pre-paid rent separate from any other amounts owed by Resident.

MOVE-OUT SETTLEMENT

FORWARDING ADDRESS:

SAMPLE
SAMPLE
SAMPLE

NOTES:

SAMPLE

COMPLETED BY:

OWNER/AGENT NAME
SAMPLE DATE SAMPLE

REVISED BY:

OWNER/AGENT NAME
SAMPLE DATE SAMPLE
SAMPLE SAMPLE
SAMPLE SAMPLE
SAMPLE SAMPLE