



RESIDENTIAL LEASE INVENTORY AND CONDITION FORM

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INVENTORY AND CONDITION FORM CONCERNING THE PROPERTY AT _____

Complete the move-in section of this form and return it to your Landlord within the time required by your lease. All items are presumed to be in good condition unless noted otherwise. Test all locks, window latches, smoke alarms, and equipment. This form is not a repair request. Submit all requests for repairs separately in accordance with your lease. The Landlord may also use this form upon move-out. Keep a copy for your records. Note any defects in the items listed below.

<u>A. Exterior Items</u>	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Mailbox	_____	_____
Fences & Gates	_____	_____
Pool/Spa & Equip.	_____	_____
Lawn, Trees & Shrubs	_____	_____
Undgrd. Lawn Sprinkler	_____	_____
Exterior Faucets	_____	_____
Roof & Gutters	_____	_____
Siding & Paint	_____	_____
Driveway	_____	_____
Front Door	_____	_____
Door Knob & Lock	_____	_____
Light/Bulb	_____	_____
Door Bell	_____	_____
Back Door	_____	_____
Door Knob & Lock	_____	_____
Light/Bulb	_____	_____
Patio or Deck	_____	_____
Patio Door	_____	_____
Door Knob & Lock	_____	_____
Light/Bulb	_____	_____
Other	_____	_____
Water Shut-Off Valve Located?	<input type="checkbox"/> yes <input type="checkbox"/> no	Electrical Breakers Located? <input type="checkbox"/> yes <input type="checkbox"/> no

<u>B. Garage</u>	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Ceilings & Walls	_____	_____
Floor	_____	_____
Auto Door Opener	_____	_____
Safety Reversal	_____	_____
Remotes	_____	_____
Garage Doors	_____	_____
Exterior Doors & Stops	_____	_____
Storage Room	_____	_____
Other	_____	_____

<u>C. Entry</u>	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____

Move-In Comments
 Door Locks & Knobs _____
 Flooring _____
 Light Fixtures _____
 Windows & Screens _____
 Window Latches _____
 Plugs & Switches _____
 Closet Shelves & Rods _____
 Other _____

Landlord's Move-Out Comments

D. Living Room

Move-In Comments
 Ceiling & Walls _____
 Paint & Wallpaper _____
 Doors & Door Stops _____
 Door Locks & Knobs _____
 Flooring _____
 Lights & Ceiling Fans _____
 Windows & Screens _____
 Window Latches _____
 Drapes/Blinds/Shutters _____
 Plugs & Switches _____
 Cabinets _____
 Fireplace _____
 Other _____

Landlord's Move-Out Comments

E. Dining Room

Move-In Comments
 Ceiling & Walls _____
 Paint & Wallpaper _____
 Doors & Door Stops _____
 Door Locks & Knobs _____
 Flooring _____
 Lights & Ceiling Fans _____
 Windows & Screens _____
 Window Latches _____
 Drapes/Blinds/Shutters _____
 Plugs & Switches _____
 Cabinets _____
 Other _____

Landlord's Move-Out Comments

F. Kitchen & Breakfast

Move-In Comments
 Ceiling & Walls _____
 Paint & Wallpaper _____
 Doors & Door Stops _____
 Door Locks & Knobs _____
 Flooring _____
 Lights & Ceiling Fans _____
 Windows & Screens _____
 Window Latches _____
 Drapes/Blinds/Shutters _____
 Plugs & Switches _____
 Pantry & Shelves _____
 Cabinets & Handles _____
 Drawers & Handles _____
 Countertops _____
 Range/Cooktop _____

Landlord's Move-Out Comments

	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Microwave	_____	_____
Dishwasher	_____	_____
Oven	_____	_____
Racks & Knobs	_____	_____
Broiler & Pan	_____	_____
Light Cover & Bulb	_____	_____
Vent Hood	_____	_____
Light & Fan	_____	_____
Filter	_____	_____
Garbage Disposer	_____	_____
Sink & Faucet	_____	_____
Refrigerator	_____	_____
Shelves & Drawers	_____	_____
Light Cover & Bulb	_____	_____
Other	_____	_____

G. Halls

	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____
Flooring	_____	_____
Light Fixtures	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets	_____	_____
Other	_____	_____

H. Family Room

	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____
Flooring	_____	_____
Lights & Ceiling Fans	_____	_____
Windows & Screens	_____	_____
Window Latches	_____	_____
Drapes/Blinds/Shutters	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets	_____	_____
Fireplace/Logs/Equip.	_____	_____
Other	_____	_____

I. Master Bedroom (1)

	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____
Flooring	_____	_____
Lights & Ceiling Fans	_____	_____
Windows & Screens	_____	_____
Window Latches	_____	_____
Drapes/Blinds/Shutters	_____	_____

	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Plugs & Switches _____	_____	_____
Closet Shelves & Rods _____	_____	_____
Cabinets _____	_____	_____
Other _____	_____	_____

J. Master Bathroom (1)

	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Ceiling & Walls _____	_____	_____
Paint & Wallpaper _____	_____	_____
Doors/Locks/Knobs/Stops _____	_____	_____
Flooring _____	_____	_____
Lights & Fans _____	_____	_____
Windows & Screens _____	_____	_____
Window Latches _____	_____	_____
Drapes/Blinds/Shutters _____	_____	_____
Plugs & Switches _____	_____	_____
Closet Shelves & Rods _____	_____	_____
Cabinets & Handles _____	_____	_____
Countertops _____	_____	_____
Sinks & Faucets _____	_____	_____
Tub/Shower & Faucets _____	_____	_____
Toilet/Lid/Seat/Paper Hldr. _____	_____	_____
Heaters & Exhaust Fans _____	_____	_____
Towel Fixtures _____	_____	_____
Other _____	_____	_____

K. Bedroom (2)

	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Ceiling & Walls _____	_____	_____
Paint & Wallpaper _____	_____	_____
Doors & Door Stops _____	_____	_____
Door Locks & Knobs _____	_____	_____
Flooring _____	_____	_____
Lights & Ceiling Fans _____	_____	_____
Windows & Screens _____	_____	_____
Window Latches _____	_____	_____
Drapes/Blinds/Shutters _____	_____	_____
Plugs & Switches _____	_____	_____
Closet Shelves & Rods _____	_____	_____
Cabinets _____	_____	_____
Other _____	_____	_____

L. Bedroom (3)

	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Ceiling & Walls _____	_____	_____
Paint & Wallpaper _____	_____	_____
Doors & Door Stops _____	_____	_____
Door Locks & Knobs _____	_____	_____
Flooring _____	_____	_____
Lights & Ceiling Fans _____	_____	_____
Windows & Screens _____	_____	_____
Window Latches _____	_____	_____
Drapes/Blinds/Shutters _____	_____	_____
Plugs & Switches _____	_____	_____
Closet Shelves & Rods _____	_____	_____
Cabinets _____	_____	_____
Other _____	_____	_____

<u>M. Bedroom (4)</u>	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____
Flooring	_____	_____
Lights & Ceiling Fans	_____	_____
Windows & Screens	_____	_____
Window Latches	_____	_____
Drapes/Blinds/Shutters	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets	_____	_____
Other	_____	_____

<u>N. Bathroom (2)</u>	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors/Locks/Knobs/Stops	_____	_____
Flooring	_____	_____
Light Fixtures	_____	_____
Windows & Screens	_____	_____
Window Latches	_____	_____
Drapes/Blinds/Shutters	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets & Handles	_____	_____
Countertops	_____	_____
Sinks & Faucets	_____	_____
Tub/Shower & Faucets	_____	_____
Toilet/Lid/Seat/Paper Hldr.	_____	_____
Heaters & Exhaust Fans	_____	_____
Towel Fixtures	_____	_____
Other	_____	_____

<u>O. Bathroom (3)</u>	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors/Locks/Knobs/Stops	_____	_____
Flooring	_____	_____
Light Fixtures	_____	_____
Windows & Screens	_____	_____
Window Latches	_____	_____
Drapes/Blinds/Shutters	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets & Handles	_____	_____
Countertops	_____	_____
Sinks & Faucets	_____	_____
Tub/Shower & Faucets	_____	_____
Toilet/Lid/Seat/Paper Hldr.	_____	_____
Heaters & Exhaust Fans	_____	_____
Towel Fixtures	_____	_____
Other	_____	_____

P. <u>Utility Room</u>	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Ceiling & Walls	_____	_____
Paint & Wallpaper	_____	_____
Doors & Door Stops	_____	_____
Door Locks & Knobs	_____	_____
Flooring	_____	_____
Light Fixtures	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets & Handles	_____	_____
Countertops	_____	_____
Sinks & Faucets	_____	_____
Washer & Dryer	_____	_____
W & D Connections	_____	_____
Other	_____	_____

Q. <u>Other</u>	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Central A/C & Heat	_____	_____
Filter	_____	_____
Thermostat	_____	_____
Window A/C Units	_____	_____
Space or Wall Heaters	_____	_____
Water Heater	_____	_____
Water Softener	_____	_____
Alarm System	_____	_____
Central Vacuum	_____	_____
Other	_____	_____

Smoke Alarms: No. of Units: _____ Tested? yes no Working? yes no
Door Locks on all exterior doors tested? (including but not limited to patio doors, door from house to garage, front door, and rear doors) yes no Working? yes no

R. <u>Number of Keys:</u>	<u>Received</u>	<u>Returned</u>		<u>Received</u>	<u>Returned</u>
Door keys:	_____	_____	Garage Door Remotes:	_____	_____
Mailbox keys:	_____	_____	Laundry Room Keys:	_____	_____
Security Cards:	_____	_____	Recreational Facilities Keys/Cards:	_____	_____

THIS FORM IS NOT A REPAIR REQUEST. SUBMIT ALL REQUESTS FOR REPAIRS SEPARATELY IN ACCORDANCE WITH YOUR LEASE. The undersigned acknowledge that the above is an accurate assessment of the condition of the property as of the date signed.

Tenant _____ Date _____
 Ph: (h) _____ (mb) _____
 E-mail: _____

Tenant _____ Date _____
 Ph: (h) _____ (mb) _____
 E-mail: _____

Tenant _____ Date _____
 Ph: (h) _____ (mb) _____
 E-mail: _____

Tenant _____ Date _____
 Ph: (h) _____ (mb) _____
 E-mail: _____

For Landlord's Use: This form was received by Landlord on _____ (date)
 _____ (Landlord's or Manager's signature)

(TXR-2006) 1-1-14