



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.

A. Exterior Items	<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	

B. Garage	<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	_____	_____

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

(TXR-2006) 1-1-14 Tenants: _____, _____, _____, _____ & Landlord or Landlord's Representative: _____, _____ Page 1 of 6

M. Bedroom (4)

Move-In Comments

Landlord's Move-Out Comments

- 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

N. Bathroom (2)

Move-In Comments

Landlord's Move-Out Comments

- 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

O. Bathroom (3)

Move-In Comments

Landlord's Move-Out Comments

- 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

Inventory and Condition Form concerning _____

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

<u>Q. 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

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