



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. <u>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	_____	_____

B. <u>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	_____	_____

Inventory and Condition Form concerning _____

C. Entry

Move-In Comments

Landlord's Move-Out Comments

Ceiling & Walls _____
Paint & Wallpaper _____
Doors & Door Stops _____
Door Locks & Knobs _____
Flooring _____
Light Fixtures _____
Windows & Screens _____
Window Latches _____
Plugs & Switches _____
Closet Shelves & Rods _____
Other _____

D. Living Room

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 _____
Window Coverings _____
Plugs & Switches _____
Cabinets _____
Fireplace _____
Other _____

E. Dining Room

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 _____
Window Coverings _____
Plugs & Switches _____
Cabinets _____
Other _____

F. Kitchen & Breakfast

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 _____
Window Coverings _____

F. <u>Kitchen & Breakfast (cont.)</u>	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Plugs & Switches		
Pantry & Shelves		
Cabinets & Handles		
Drawers & Handles		
Countertops		
Range/Cooktop		
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. <u>Halls</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		
Other		
H. <u>Family 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		
Lights & Ceiling Fans		
Windows & Screens		
Window Latches		
Window Coverings		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets		
Fireplace/Logs/Equip.		
Other		

Inventory and Condition Form concerning _____

I. <u>Primary Bedroom (1)</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	_____	_____
Window Coverings	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets	_____	_____
Other	_____	_____
J. <u>Primary Bathroom (1)</u>	<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	_____	_____
Window Coverings	_____	_____
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. <u>Bedroom (2)</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	_____	_____
Window Coverings	_____	_____
Plugs & Switches	_____	_____
Closet Shelves & Rods	_____	_____
Cabinets	_____	_____
Other	_____	_____

Inventory and Condition Form concerning _____

L. Bedroom (3)

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 _____

Window Coverings _____

Plugs & Switches _____

Closet Shelves & Rods _____

Cabinets _____

Other _____

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 _____

Inventory and Condition Form concerning _____

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 _____

P. Utility Room

Move-In Comments

Landlord's Move-Out Comments

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 _____

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Inventory and Condition Form concerning _____

Q. Other

Move-In Comments

Landlord's Move-Out Comments

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. Number of Keys:

Received

Returned

Received

Returned

Door keys:

Mailbox keys:

Security Cards:

Gate Keys:

Garage Door Remotes:

Laundry Room Keys:

Recreational Facilities Keys/Cards:

Other _____:

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: (c) _____ (alt) _____
E-mail: _____

Tenant _____ Date _____
Ph: (c) _____ (alt) _____
E-mail: _____

Tenant _____ Date _____
Ph: (c) _____ (alt) _____
E-mail: _____

Tenant _____ Date _____
Ph: (c) _____ (alt) _____
E-mail: _____

For Landlord's Use:

This form was received by Landlord or Landlord's agent on _____ (date)

(Landlord's or Manager's signature)