



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		

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

Inventory and Condition Form concerning

	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Door Locks & Knobs		
Flooring		
Light Fixtures		
Windows & Screens		
Window Latches		
Plugs & Switches		
Closet Shelves & Rods		
Other		
D. <u>Living 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		
Drapes/Blinds/Shutters		
Plugs & Switches		
Cabinets		
Fireplace		
Other		
E. <u>Dining 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		
Drapes/Blinds/Shutters		
Plugs & Switches		
Cabinets		
Other		
F. <u>Kitchen & Breakfast</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		
Pantry & Shelves		
Cabinets & Handles		
Drawers & Handles		
Countertops		
Range/Cooktop		

Inventory and Condition Form concerning

	<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. <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		
Drapes/Blinds/Shutters		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets		
Fireplace/Logs/Equip.		
Other		
I. <u>Master 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		
Drapes/Blinds/Shutters		

Inventory and Condition Form concerning

	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
Plugs & Switches		
Closet Shelves & Rods		
Cabinets		
Other		
J. <u>Master 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		
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. <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		
Drapes/Blinds/Shutters		
Plugs & Switches		
Closet Shelves & Rods		
Cabinets		
Other		
L. <u>Bedroom (3)</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		

M. <u>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		
N. <u>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		
O. <u>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		

Inventory and Condition Form concerning _____

P. Utility RoomMove-In CommentsLandlord's Move-Out Comments

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 _____

Q. OtherMove-In CommentsLandlord'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

Door keys: _____
 Mailbox keys: _____
 Security Cards: _____

Received Returned
 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)