



TEXAS ASSOCIATION OF REALTORS®

**RESIDENTIAL LEASE INVENTORY AND CONDITION FORM**

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**INVENTORY AND CONDITION FORM CONCERNING THE PROPERTY AT PLEASE PROVIDE KPI WITH NEW PHONE NUMBERS**

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 detectors, 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	_____	_____

	<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. Living 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	_____	_____
Cabinets	_____	_____
Fireplace	_____	_____
Other	_____	_____

E. Dining 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	_____	_____
Cabinets	_____	_____
Other	_____	_____

F. Kitchen & Breakfast

	<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	_____	_____

(TAR-2006) 4-24-04 Tenants: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ & Landlord or Landlord's Representative: \_\_\_\_\_, \_\_\_\_\_

	<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	_____	_____

<u>G. 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	_____	_____

<u>H. 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	_____	_____

<u>I. 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	_____	_____

	<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 _____	_____	_____

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**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	_____	_____

<u>P. 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	_____	_____

<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 Detectors:** 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:	_____	_____	Garage Door Remotes:	_____	_____
Mailbox keys:	_____	_____	Laundry Room Keys:	_____	_____
Security Cards:	_____	_____	Recreational Facilities Keys/Cards:	_____	_____

**The undersigned acknowledge that the above is an accurate assessment of the condition of the property as of the date signed.**

Tenant * <span style="float: right;"><i>PHONE</i></span> <span style="float: right;">Date</span>	Tenant <span style="float: right;">Date</span>
Tenant * <span style="float: right;"><i>PHONE</i></span> <span style="float: right;">Date</span>	Tenant * <span style="float: right;"><i>PHONE</i></span> <span style="float: right;">Date</span>

*For Landlord's Use:* This form was returned to Landlord on \_\_\_\_\_ (date)  
 \_\_\_\_\_ (Landlord's or Manager's signature)

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