



## 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		

(TXR-2006) 1-1-14

Tenants: \_\_\_\_\_ & Landlord or Landlord's Representative: \_\_\_\_\_

Page 1 of 6

	<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		
<b>D. <u>Living Room</u></b>	<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		
<b>E. <u>Dining Room</u></b>	<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		
<b>F. <u>Kitchen &amp; Breakfast</u></b>	<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		
<b>G. Halls</b>	<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		
<b>H. Family Room</b>	<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		
<b>I. Master Bedroom (1)</b>	<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		
<b>J. <u>Master Bathroom (1)</u></b>	<b><u>Move-In Comments</u></b>	<b><u>Landlord's Move-Out Comments</u></b>
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		
<b>K. <u>Bedroom (2)</u></b>	<b><u>Move-In Comments</u></b>	<b><u>Landlord's Move-Out Comments</u></b>
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		
<b>L. <u>Bedroom (3)</u></b>	<b><u>Move-In Comments</u></b>	<b><u>Landlord's Move-Out Comments</u></b>
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>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
<b>M. <u>Bedroom (4)</u></b>		
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		
<b>N. <u>Bathroom (2)</u></b>		
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		
<b>O. <u>Bathroom (3)</u></b>		
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 Room

Move-In Comments

Landlord'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. 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: \_\_\_\_\_

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)