



COMMERCIAL LEASE INVENTORY AND CONDITION FORM

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CONCERNING THE LEASED PREMISES AT _____

The condition of the leased premises is clean, undamaged, in good working order and sufficient for Tenant's use unless otherwise noted below.

| <u>A. Exterior Items</u> | <u>Move-In Comments</u> | <u>Landlord's Move-Out Comments</u> |
|--------------------------|-------------------------|-------------------------------------|
| Mailbox | _____ | _____ |
| Fences & Gates | _____ | _____ |
| Driveway & Parking | _____ | _____ |
| Exterior Doors | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

| <u>B. Interior Common Area</u> | <u>Move-In Comments</u> | <u>Landlord's Move-Out Comments</u> |
|--------------------------------|-------------------------|-------------------------------------|
| Ceilings & Walls | _____ | _____ |
| Floor | _____ | _____ |
| Doors | _____ | _____ |
| Restrooms | _____ | _____ |
| Elevator | _____ | _____ |
| Stairs | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

| <u>C. Interior of Leased Premises</u> | <u>Move-In Comments</u> | <u>Landlord's Move-Out Comments</u> |
|---------------------------------------|-------------------------|-------------------------------------|
| Ceilings & Walls | _____ | _____ |
| Paint & Wallpaper | _____ | _____ |
| Doors & Door Stops | _____ | _____ |
| Door Locks & Knobs | _____ | _____ |
| Flooring | _____ | _____ |
| Lights & Ceiling Fans | _____ | _____ |

(TXR-2121) 1-26-10 Initialed for Identification by Landlord: _____, _____, and Tenant: _____, _____ Page 1 of 2

Inventory and Condition Form concerning _____

Windows & Screens _____

Window Latches _____

Drapes/Blinds/Shutters _____

Plugs & Switches _____

D. Other Move-In Comments Landlord's Move-Out Comments

E. Number of Keys: Received Returned

Door Keys: _____

Mailbox Keys: _____

Security Cards: _____

_____ : _____

Date: _____

Tenant: _____

By: _____

By (signature): _____

Printed Name: _____

Title: _____

By: _____

By (signature): _____

Printed Name: _____

Title: _____