



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. <u>Other</u>	<u>Move-In Comments</u>	<u>Landlord's Move-Out Comments</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

E. <u>Number of Keys:</u>	<u>Received</u>	<u>Returned</u>
Door Keys:	_____	_____
Mailbox Keys:	_____	_____
Security Cards:	_____	_____
_____ :	_____	_____

Date: _____

Tenant: _____

By: _____

By (signature): _____
Printed Name: _____
Title: _____

By: _____

By (signature): _____
Printed Name: _____
Title: _____