# INVENTORY AND CONDITION OF LEASED PREMISES: PRE-LEASE

Lessor/Landlord: _____

Lessee/Tenant: _____

Address of leased premises: _____
_____

Term of Lease:
Begin: [date] _____
End: [date] _____

The purpose of this form is to catalogue all furniture, furnishings, fixtures, appliances, and personal property upon/in the leased premises that Tenant is responsible for returning in as clean and good condition as on the day of commencement of the Lease, normal wear and tear excepted. In addition, the condition of the premises should be noted when appropriate, including newness and/or condition of carpet, paint, etc.

Landlord should catalogue the presence of, and check and note the condition/working condition of each item in the leased premises. Tenant shall then review and check all listed items, immediately after Tenant moves in, indicating agreement or disagreement with Landlord's assessment, and adding comments as necessary. Tenant shall then sign this document in acknowledgment of the terms hereof and of the presence and condition of the catalogued items, including the following:

| Landlord assessment---------- | | Tenant assessment (check, or give reason) |
|---|---|---|
| [item] | [condition] | [agree] [disagree & reason/comment] |
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Inadvertent exclusion of any item from this catalogue does not relieve Tenant of the duty to use the item reasonably and return it in same condition as at inception of this lease, normal wear and tear excepted.

Tenant has reviewed this document and agrees that in consideration of the use and possession of the catalogued items during the term of this Lease, Tenant has checked all items and found them to be present and in the same condition as indicated by Landlord, or else has noted any discrepancy. Tenant further agrees to return said items at the expiration/termination of this lease as discussed above. Tenants, if more than one, agree that signature by one Tenant suffices for agreement by all Tenants.

Signature of Tenant: _____ Date: _____

Tenant [print name]: _____

**INVENTORY AND CONDITION OF LEASED PREMISES: POST-LEASE**

Lessor/Landlord: _____

Lessee/Tenant: _____

Address of leased premises: _____
_____

Term of Lease:
Begin: [date] _____
End: [date] _____

This catalogue should be compared to the Pre-Lease catalogue at the expiration or termination of the Lease. Each item in the Pre-Lease catalogue should be noted below, and its present, post-lease condition noted. If the post-lease condition differs from the pre-lease condition for reasons other than depreciation by reasonable wear and tear, this should be noted. Tenant should then state agreement or disagreement with the new assessment.

| Landlord assessment---------- | | Tenant assessment (check, or give reason) |
|---|---|---|
| [item] | [condition] | [agree] [disagree & reason/comment] |
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TENANT SIGNATURE

Tenant has reviewed the premises and the above notations made by the Landlord. By signing below, Tenant warrants the accuracy of the above assessments, or disagrees with those assessments as noted by Tenant in the above spaces.

Tenants, if more than one, agree that signature by one Tenant suffices for signature by all Tenants.

Signature of Tenant: _____ Date: _____

Tenant [print name]: _____