COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF GENERAL SERVICES
GSRE-42-N(10-91)

ACCEPTANCE OF LEASED PREMISES INSPECTION REPORT

LESSOR: _____
(NAME)

_____
(STREET) (CITY) (COUNTY)

LOCATION: _____
(STREET) (CITY) (COUNTY)

USING AGENCY: _____
(DEPARTMENT) (BUREAU)

This is to certify that I have visually inspected the above premises on _____ (DATE) and find that the premises are built and/or renovated in accordance with the requirements of Lease _____ (LEASE #), with the exception of the following items:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

(Additional items on attached sheet, if necessary)

The _____ (USING AGENCY) hereby accepts the above premises for occupancy effective _____ (ACCEPTANCE DATE) and approves the ☐ New Construction ☐ Renovations excepting the above items numbered _____

Further, _____ (USING AGENCY) agrees that _____ (ACCEPTANCE DATE) is to be the effective date of occupancy; that the rental for the above mentioned property shall commence on that date, that the lease term, upon the execution of this document by all parties, shall extend for _____ years from the acceptance date; with any option terms provided for in the lease being adjusted accordingly.

_____
(USING AGENCY'S REPRESENTATIVE)

_____
(TITLE)

_____
(USING AGENCY)

I understand and agree to the foregoing and I certify, as lessor of the above referenced premises, that completion of the excepted items as stated herein shall be no later than _____. I also acknowledge and agree that, should I fail to complete any of those items within the above time frame, then the (USING AGENCY) _____ may at its discretion withhold rental payments.
I hereby agree to the adjustment in the lease and option terms described above.

_____
(LESSOR)

Copy to DGS _____
DATE

Copy to Treasury _____
DATE