

Landlord Due Diligence Checklist

What to confirm about the landlord, not only the space, before you sign

Intended for: tenants and their attorneys evaluating a landlord before signing a lease.

Version 2.0 · Content reviewed September 26, 2026

This checklist is not legal advice. Have your attorney review the lease and any landlord documents before signing.

Property	_____	Landlord entity	_____
Reviewed by	_____	Date	_____

01 Ownership and authority to sign

- ☐ Title search confirms who owns the property today
- ☐ The entity signing the lease holds title, or has written authority to sign for the owner
- ☐ The person signing is authorized to bind that entity
- ☐ Any pending sale, refinancing, or foreclosure disclosed and discussed
- ☐ Protection for your lease if the property is sold, reviewed with your attorney

02 Lender or mortgage consent

- ☐ Is the property financed? Ask directly.
- ☐ Counsel has confirmed whether lender consent is required and, where required, that appropriate written consent is obtained before you sign
- ☐ Asked whether the lender will sign an agreement to recognize your lease if it takes over the property
- ☐ Where consent is required and the landlord cannot produce it, treat that as a reason to pause, not a formality

03 The landlord's own compliance and property condition

- ☐ Open code violations, permits, or inspection findings on the property checked with the jurisdiction
- ☐ Property taxes and other landlord obligations current
- ☐ Fire, electrical, mechanical, and roof systems in working order, with service records
- ☐ No recorded covenants or restrictions that would prohibit your use
- ☐ Certificate of occupancy fits your intended use, or can be updated

04 Willingness to sign license-application documents

- ☐ Will sign the owner consents, site plans, or acknowledgments your application needs
- ☐ Agrees to a set turnaround time for returning signed documents
- ☐ Will allow regulator site visits and inspections of the premises
- ☐ Will provide its own ownership details if your regulator requires them

05 History with regulated tenants

- ☐ Has leased to licensed businesses before, and you know how those tenancies ended
- ☐ Current or past tenants asked about repairs and responsiveness, where practical
- ☐ No pattern of disputes, evictions, or sudden terminations tied to a tenant's license

06 Insurance

- ☐ Landlord carries property insurance, and its carrier accepts your use
- ☐ You know what coverage you must carry, and whether the landlord and its lender must be additional insureds
- ☐ Your insurance broker has reviewed the lease's insurance and indemnity clauses

07 The building's other tenants and uses

- ☐ No other tenant's use conflicts with your license, such as a sensitive use in the same building
- ☐ No exclusive-use right held by another tenant that covers your activity
- ☐ Shared entrances, common areas, and parking work with your security and access requirements
- ☐ Planned new tenants or uses disclosed by the landlord

Documents to request from the landlord

Document	Requested	Received	Notes
Title report or deed			
Proof of signing authority			
Lender consent letter, if required			
Certificate of occupancy			
Property insurance certificate			
Open permits or violations report			

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