



Property Inventories

Sample Schedule of Condition

123 Sample Street,
Sample City,
Sampleshire,
AB1 2CD

Visit date: June 11th 2026
Clerk: A. Clerk

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Notes

Abbreviations Used:

WO: Working order

NW: Not working

NT: Not tested

RHS: Right-hand side

LHS: Left-hand side

Check-out reports are used to give landlords / managing agents an independent, third party view of the condition of a property and its contents at the end of a tenancy. The check-out report provides comments on differences in condition compared to the original inventory and check-in report supplied to the inventory clerk by the managing agent / landlord. Note that these original reports may not have been prepared by Property Inventories, so there may be some unknowns, which will be highlighted in this report. Where reference numbers were included in the original inventory, we try to include these same numbers in the check-out report for ease of reference.

This Schedule of Condition report has been prepared at the end of the tenancy as no inventory could be provided. The clerk was therefore unable to assign any liabilities. Should further documentation be located this is subject to change.

When the inventory clerk visits the property to prepare the check-out report, they will update the inventory they are supplied with by hand to reflect any changes to the previous comments. The check-out report then provides a typed listing of these comments, while the new, annotated 'working inventory' is returned to the managing agent / landlord for further use if they wish.

The inventory clerk also gives their opinion on liability of any comments on condition noted in the check-out report. Where no comments on a particular item are included in the schedule of condition report, the comments and descriptions in the original working inventory remain applicable to the current state of the property and no further comments are necessary.

Disclaimers

This report provides an unbiased record of (i) the contents of the property, (ii) the condition of the contents and (iii) the property's internal condition as at the date of the report, and is undertaken by an Inventory Clerk acting as an independent third party. The Inventory Clerk is not a qualified surveyor, nor an expert in antiques, fabrics, woods, metals etc. The inventory is not an accurate description of every piece of furniture and equipment, nor is it a structural survey and cannot be relied upon as such. An opinion as to whether the items recorded in this report are replica, reproduced or genuine is not being offered.

The inventory is not a guarantee of, nor a report on, the functionality or safety of any of the property's contents, but merely a statement that the contents were viewed in the property at the time the inventory was undertaken.

Items located in cellars, attics, locked rooms, locked cupboards, inaccessible storage areas and/or packed boxes will not be inspected unless special arrangements have been made prior to the appointment. Items inside these areas will remain the sole responsibility of the landlord.

No reliance should be placed on this report to identify latent, concealed or non-visible defects. Property Inventories accepts no liability for any such matters, or for any condition which could not reasonably have been identified during a visual and non-invasive inspection.

Reports are prepared on a visual and non-invasive basis. The property and its contents are inspected as presented at the time of inspection. The Inventory Clerk is not required to move furniture, appliances, heavy items, fragile items, fitted items, or landlord/tenant belongings in order to inspect areas that are concealed, obstructed, inaccessible or not safely visible.

Heavy items and heavy furniture may not be fully examined, as the clerk may be unable to move these safely. This includes, but is not limited to, appliances, beds, large mattresses, sofa beds and sofas. Mattress undersides and other concealed areas may therefore not be fully inspected.

Sofa and chair cushions are inspected as presented. Clerks are not required to remove or lift sofa/chair cushions, particularly where cushions are fixed, heavy, awkward to handle, or where doing so may disturb the presentation of the item. Areas beneath cushions may therefore not be fully visible or fully inspected.

Beds are inspected as presented at the time of inspection. Clerks do not routinely strip fully made beds or remove bed linen. Mattress protectors, bedding and mattresses are inspected as presented. The Inventory Clerk is not required to lift, turn or remove such items and any inspection beneath them is undertaken solely at the Clerk's discretion. Where a mattress protector, bedding, furniture or other item conceals part of the bed or mattress, concealed areas may not be fully visible or fully inspected.

Blinds, curtains and other window coverings are checked only where accessible and where they can be operated without undue risk of damage. Areas behind closed, obstructed or inaccessible blinds/curtains may not be fully visible or fully inspected.

We do not examine items where this would involve handling belongings in a way that could cause damage, disturb the presentation of the property, or create a risk to the clerk. We examine properties in the condition as seen and do not seek to alter the condition or presentation of the property while carrying out the inspection.

Any comment such as 'WO' or 'working order' records only an apparent basic operation observed at the time of inspection, where noted, and does not amount to a full test of functionality, safety, performance, reliability or ongoing condition. It should not be relied upon as confirmation that the item is free from faults, defects or other issues, whether visible, concealed or intermittent. Fire alarms, smoke detectors and/or CO alarms are tested by the Inventory Clerk where accessible and noted in the report. Lights are checked for working order only. Gas appliances, electrical appliances and water supplies are not tested. Under no circumstances can this inventory provide a qualified opinion of the property's gas safety profile. Nor is it the responsibility of Property Inventories to schedule an inspection from a Gas Safe registered engineer. This inventory is unable to provide any qualified opinion on the property's electrical safety profile.

Ensuring items comply with the Furniture and Furnishings (Fire Safety) Regulations is not the responsibility of the Inventory Clerk. Comments found in the inventory such as 'FFR label seen' or similar give no guarantee of the item's compliance with the Furniture and Furnishings (Fire Safety) Regulations.

It is the responsibility of the landlord and tenant or their agents to agree among themselves the accuracy of this report.

Where no specific condition comment is noted, the item is free from noticeable soiling and damage and no further notes are needed for its description.

Checklist

Item	Value	Comments
Keys detailed / photographed?	Yes	See Keys section
Keys Handed Over?	No	Collected and returned to agent
Meter Readings Taken?	Yes	See Meters section
Cleaning Issues?	Yes	The property has been cleaned to a good domestic standard with omissions
Maintenance Issues?	No	
Smoke / CO Alarms	Yes	All tested and in WO Intermittent beeping to smoke alarm in entrance hallway
Overall Condition	Yes	Property Cleanliness In the opinion of the inventory clerk, the property has been cleaned to a good domestic standard with omissions. Decorative Order The property is shown in good decorative order with marks and defects. Maintenance / Repair Issues All maintenance / repair issues have been noted in the report.

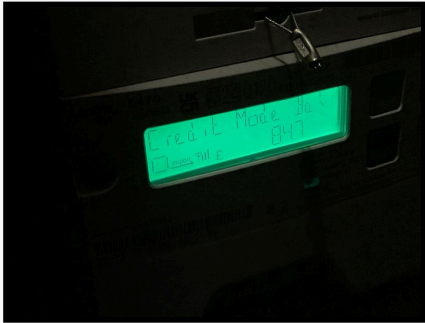
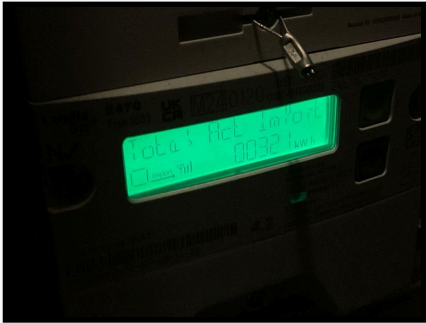
1. Keys



Ref	Name	Keys
Keys		
1.1	Front door	1 Yale (3 Copies)
1.2	Block door	1 Fob (2 Copies)

2. Meters

Ref	Name	Description	Reading
Meters			
2.1	Electric Meter	Serial Number: 1234567 Location: Riser cupboard RHS of stairs to 1st floor	00321 Credit balance mode: £8.47



3. *Front Entrance*

Ref	Name	Rating	Comments
Description			
3.1	Exterior front door	GOOD	
3.2	Exterior door frame	GOOD	
3.3	Exterior door fixtures	GOOD	
3.4	Interior front door	GOOD	
3.5	Interior door frame	FAIR	Plastic sticker LHS of night latch
 Ref #3.5			
3.6	Interior door fixtures	GOOD	

4. Entrance Hallway

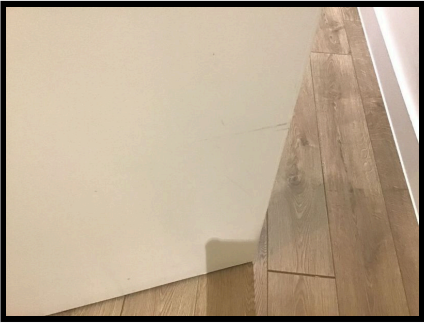


Ref	Name	Rating	Comments
Description			
4.1	Ceiling	GOOD	
4.2	Light fixtures	GOOD	WO
4.3	Smoke alarm	FAIR	2 Tested and in WO Intermittent beeping throughout inspection to alarm forward of kitchen
Ref #4.3 Ref #4.3			
4.4	Walls	FAIR	Rubs and scuffs - heavy in places Angle chips Shrinkage cracking and chips to plaster facing entry

4. Entrance Hallway (Cont.)

Ref	Name	Rating	Comments
 Ref #4.4  Ref #4.4  Ref #4.4			
 Ref #4.4  Ref #4.4			
4.5	Wall mounted fixtures	FAIR	Dust to entry phone
 Ref #4.5			
4.6	Heating	GOOD	
4.7	Switches & Sockets	GOOD	
4.8	Skirting	FAIR	Dust

4. Entrance Hallway (Cont.)

Ref	Name	Rating	Comments
 Ref #4.8			
4.9	Flooring	FAIR	Debris
 Ref #4.9			
4.10	Built-in cupboard	FAIR	Rubs to doors Heavy scuffs to walls Cardboard boxes and towel to interior Residue to washing machine tray Discolouration and light debris to seal Hairband to interior
 Ref #4.10  Ref #4.10  Ref #4.10			

4. Entrance Hallway (Cont.)

Ref	Name	Rating	Comments
 Ref #4.10  Ref #4.10  Ref #4.10			
 Ref #4.10  Ref #4.10			
4.11	Furnishings	GOOD	

5. Bedroom

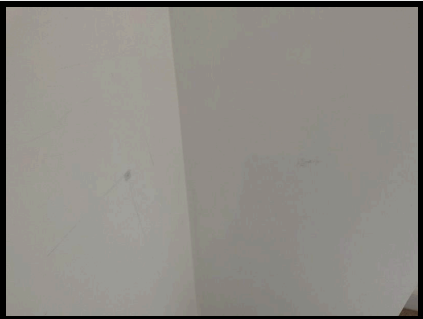
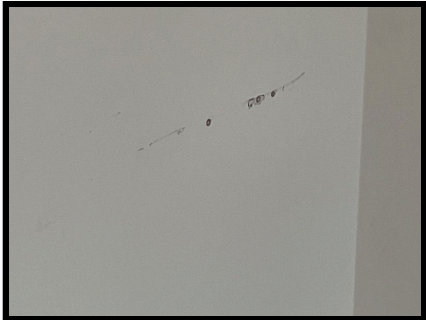


Ref	Name	Rating	Comments
Description			
5.1	Door	FAIR	Occasional rubs in places Small angle chips high level exterior and RHS opening edge interior Finger soiling below handle interior
Ref #5.1 Ref #5.1 Ref #5.1 Ref #5.1 Ref #5.1 Ref #5.1			
5.2	Door frame	FAIR	Rubs high level inner angle Small angle chips in places

5. Bedroom (Cont.)

Ref	Name	Rating	Comments
 Ref #5.2  Ref #5.2  Ref #5.2			
5.3	Door fixtures	GOOD	
5.4	Ceiling	GOOD	
5.5	Ceiling mounted fixtures	FAIR	Marked to air vent
 Ref #5.5			
5.6	Light fixtures	GOOD	WO
5.7	Smoke alarm	GOOD	Tested and in WO
 Ref #5.7			

5. Bedroom (Cont.)

Ref	Name	Rating	Comments
5.8	Walls	FAIR	4 Removal holes with black rubs mid level LHS of entry Further occasional rubs in places 3 Nails high level RHS of window
 Ref #5.8  Ref #5.8  Ref #5.8			
 Ref #5.8  Ref #5.8			
5.9	Windows & Frames	FAIR	Light exterior weather soiling Light residue marks high level Discolouration to low level sill
 Ref #5.9  Ref #5.9  Ref #5.9			
5.10	Window coverings	FAIR	WO Rubs and marks in places

5. Bedroom (Cont.)

Ref	Name	Rating	Comments
 Ref #5.10			
5.11	Heating	GOOD	
5.12	Switches & Sockets	GOOD	
5.13	Skirting	FAIR	Light residue marks in places
 Ref #5.13  Ref #5.13			
5.14	Flooring	FAIR	Furniture shading and indents Stained in places
 Ref #5.14  Ref #5.14  Ref #5.14			

5. *Bedroom (Cont.)*

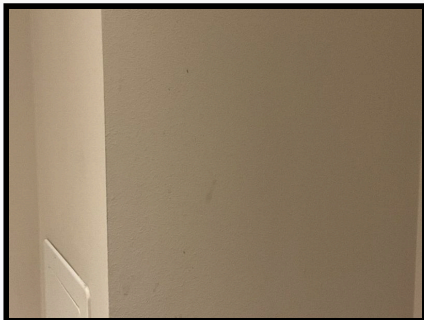
Ref	Name	Rating	Comments
			 Ref #5.14

6. Bathroom

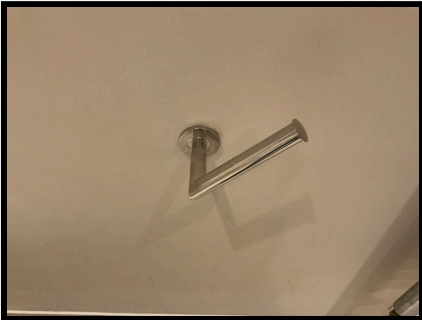


Ref	Name	Rating	Comments
Description			
6.1	Door	FAIR	Small paint chip exterior mid level Rubs low level interior
 Ref #6.1  Ref #6.1			
6.2	Door frame	FAIR	Occasional rubs Discolouration behind hinges
 Ref #6.2  Ref #6.2  Ref #6.2			

6. Bathroom (Cont.)

Ref	Name	Rating	Comments
 Ref #6.2  Ref #6.2			
6.3	Door fixtures	GOOD	WO Occasional rubs and drip marks in places Perishing to grouting behind toilet Patchy paint marks in places Discolouration to grouting in places
6.4	Ceiling	GOOD	
6.5	Ceiling mounted fixtures	GOOD	
6.6	Light fixtures	GOOD	
6.7	Walls	FAIR	
 Ref #6.7  Ref #6.7  Ref #6.7			
 Ref #6.7  Ref #6.7  Ref #6.7			

6. Bathroom (Cont.)

Ref	Name	Rating	Comments
6.8	Wall mounted fixtures	FAIR	Toilet roll holder sitting at angle
 Ref #6.8			
6.9	Heating	FAIR	NT Both end caps seen Rust marks in places
 Ref #6.9			
6.10	Switches & Sockets	GOOD	
6.11	Flooring	FAIR	Discolouration to grouting in places
 Ref #6.11			
6.12	Toilet	FAIR	Light discolouration below waterline

6. Bathroom (Cont.)

Ref	Name	Rating	Comments
 Ref #6.12  Ref #6.12			
6.13	Seat and lid	GOOD	
6.14	Basin	FAIR	Light discolouration around waste
 Ref #6.14  Ref #6.14			
6.15	Taps	FAIR	Light limescale to spout
 Ref #6.15			
6.16	Bath / Shower	FAIR	Plug detached

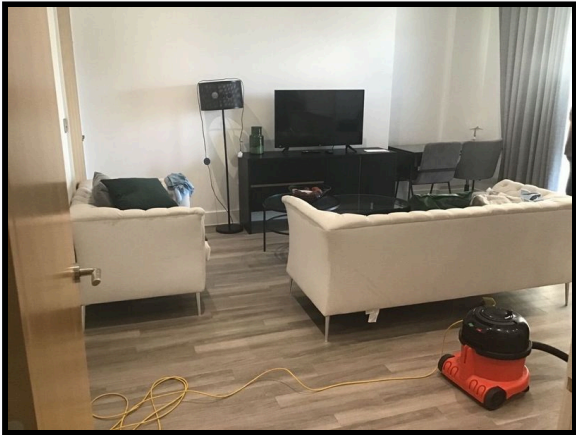
6. Bathroom (Cont.)

Ref	Name	Rating	Comments
 Ref #6.16  Ref #6.16  Ref #6.16			
6.17	Taps	FAIR	Water marks in places
 Ref #6.17			
6.18	Shower fixtures	FAIR	Limescale to shower head
 Ref #6.18			
6.19	Shower screen	FAIR	Limescale and water marks Rust marks to rubber seal LHS

6. Bathroom (Cont.)

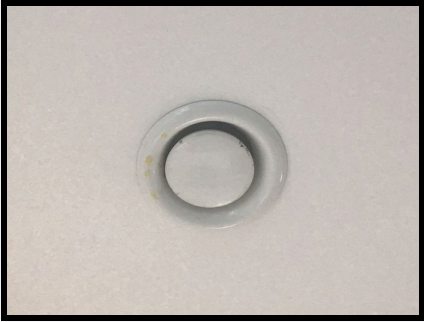
Ref	Name	Rating	Comments
 Ref #6.19  Ref #6.19			
6.20	Bath panel	FAIR	 Ref #6.20

7. Kitchen / Reception



Ref	Name	Rating	Comments
Description			
7.1	Door	GOOD	
7.2	Door frame	GOOD	
7.3	Door fixtures	GOOD	
7.4	Ceiling	FAIR	Heavy black dust and discolouration surrounding air vent
 Ref #7.4  Ref #7.4			
7.5	Ceiling mounted fixtures	FAIR	Dust and grease to air vent above kitchen

7. Kitchen / Reception (Cont.)

Ref	Name	Rating	Comments
 Ref #7.5			
7.6	Light fixtures	GOOD	WO
7.7	Heat alarm	GOOD	Tested and in WO
 Ref #7.7			
7.8	Smoke alarm	GOOD	Tested and in WO
 Ref #7.8			
7.9	Walls	GOOD	Not fully examined due to furnishings and cleaning in progress
7.10	Wall mounted fixtures	GOOD	

7. Kitchen / Reception (Cont.)

Ref	Name	Rating	Comments
7.11	Windows & Frames	GOOD	
7.12	Window coverings	GOOD	
7.13	Switches & Sockets	GOOD	
7.14	Skirting	FAIR	Light dust
 Ref #7.14			
7.15	Flooring	FAIR	Occasional rubs
 Ref #7.15  Ref #7.15			
7.16	Kitchen units	FAIR	1 Bin appears missing to unit LHS of oven
 Ref #7.16			

7. Kitchen / Reception (Cont.)

Ref	Name	Rating	Comments
7.17	Worktop	GOOD	Not fully examined due to cleaners contents
7.18	Splashback	GOOD	
7.19	Sinks & Taps	FAIR	Light water marks



Ref #7.19



Ref #7.19



Ref #7.19

7.20	Cooker hood	FAIR	WO Lights WO Light grease
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Ref #7.20



Ref #7.20

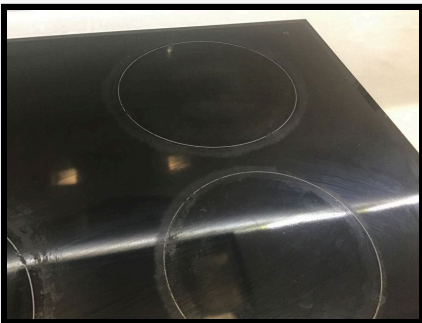


Ref #7.20

7.21	Hob	FAIR	Light wear Burnt on residue
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Ref #7.21



Ref #7.21

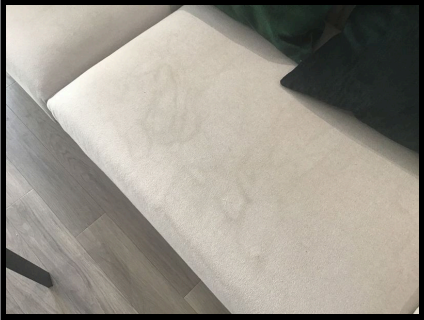


Ref #7.21

7. Kitchen / Reception (Cont.)

Ref	Name	Rating	Comments
 Ref #7.21			
7.22	Oven	FAIR	Grease spots to walls
 Ref #7.22  Ref #7.22  Ref #7.22			
 Ref #7.22  Ref #7.22  Ref #7.22			
7.23	Fridge freezer	GOOD	NT Defrosted

7. Kitchen / Reception (Cont.)

Ref	Name	Rating	Comments
 Ref #7.23  Ref #7.23			
7.24	Dishwasher	FAIR	Light limescale to recesses
 Ref #7.24  Ref #7.24  Ref #7.24			
7.25	Built-in cupboard	GOOD	
7.26	Furnishings	FAIR	Stains to both sofa base cushions Spot stains to base of swivel chair
 Ref #7.26  Ref #7.26  Ref #7.26			

7. Kitchen / Reception (Cont.)

Ref	Name	Rating	Comments
			
	Ref #7.26		
			
	Ref #7.26		

Declaration

I have read and agree that the contents of this Schedule of Condition report are a true and accurate record of the property and its condition at the end of the tenancy.

Please notify the agent or landlord in writing immediately if you have any queries/omissions regarding the contents of this report.