

Property Inventories

## Sample Check Out Report

123 London Road,  
London,  
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Visit date: March 9th 2021  
Clerk: Property Inventories

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the original report and is for demonstration purposes only.  
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## Notes

### **Disclaimers:**

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 Ltd, 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 check-out report has been prepared at the end of the tenancy using an unsigned inventory and check-in report prepared by Property Inventories Ltd.**

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 check-out 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. Property located in cellars, attics and locked rooms and / or boxes will typically not be inspected and will remain the sole responsibility of the landlord. Some heavy items and furniture may not be fully examined as the clerk may not be able to move these safely (for example, the underside of large mattresses). We test lights, fire alarms and / or smoke detectors to check working ability. Gas, electrical appliances are not tested. The Inventory Clerk compiling the report for the property is not qualified to test these items. The Fire and Safety Regulations regarding furniture, electrical, gas and other similar appliances are ultimately the responsibility of the instructing party and not Property Inventories Ltd. Where the inventory states 'FFR label seen', this should not be taken to mean that the furniture actually complies with the regulations, merely that the label was viewed on the furniture at the time the inventory was undertaken.

### **Abbreviations Used:**

**AN:** Appears new  
**MCA:** Marks commensurate with age  
**PC:** Poor condition  
**BOG:** Burnt on grease  
**MCU:** Marks commensurate with use  
**RFC:** Requires further cleaning  
**FS:** Finger soiled  
**NS:** Not seen  
**RHS:** Right-hand-side  
**FC:** Fair condition  
**NT:** Not tested  
**SC:** Shrinkage cracking  
**GC:** Good condition  
**NW:** Not working  
**TBR:** To be removed  
**L:** Landlord  
**NV:** No value  
**WIU:** Well in use  
**LHS:** Left-hand-side  
**ODU:** Old defects under  
**WO:** Working order

This inventory report has been prepared by Property Inventories Ltd. The condition of the property at the start of the tenancy, as described in this report, will be compared to the condition of the property at the end of the tenancy. Details of any alterations to the property after the inventory has been agreed upon should be noted on a separate sheet and agreed upon by the tenant and managing agent/landlord. At the end of the tenancy, a 'Check-out report' should be conducted to determine any changes to the inventory. Tenants should inform the managing agent/landlord of items removed from the property during the tenancy.

All items should be returned to their original position (as laid out in the inventory); this includes stored or boxed items not used during the tenancy. Any item(s) listed as NOT SEEN could result in a replacement cost or a charge being made to the tenant (not allowing for betterment\*). Managing agents/landlords may also charge for the removal of unapproved items left behind at the end of the tenancy that were not included in the original inventory.

At the time of the property Check-out, all personal items (including consumable items) should have been removed and cleaning of the property completed. No further cleaning will be permitted once the check-out report is being prepared. Tenants will have been given the date and time of the Check-out and must provide access, or let the appointing Inventory Clerk know the details of their departure from the property. Additional costs may be incurred if the clerk is not able to complete the report, is delayed more than 20 minutes or is asked to return at another time without 24 hours notice.

The following notes may assist you in a problem-free move at the end of the tenancy:

## **Cleaning**

Soiling is not considered to be 'Fair Wear and Tear' (reasonable use of the premises by the tenant and the ordinary operation of natural forces, i.e. the passage of time)

At Check-out, all cleaning is expected to be thorough and the property to be presented in a tidy order to a similar standard as at Check-in. A professional clean may be required by the agent/landlord (please refer to your tenancy agreement). If the standard of cleaning is not satisfactory, the cost of further cleaning could be added to any other charges outside fair wear and tear on the Check-out report. Most common areas overlooked, which are checked by the clerk during the Check-out are listed below:

- Skirting boards, dado & picture rails and recessed areas of doors, light fitting and shade, blinds
- (Venetian blind slats) and extractors are free from dust and light scuffs
- Light bulbs replaced where needed (including kitchen extractor fans, oven and fridge)
- Mildew, scale, soap residue and grease, to be removed from tiled areas including grout and seals
- Kitchen cupboards (door edges, drawers, shelves, and handles) to be clean
- Kitchen appliances should be cleaned to include seals, trays, and glass.
- Fridge and freezers should be emptied, wiped and freezers defrosted
- Bathroom and kitchen fixtures limescale to be removed, if possible. (including shower heads)
- Linens and curtains should be cleaned ( please check labels for cleaning instructions)
- Drawers and wardrobe unit interiors should be clean and clear of dust / debris
- Windows should be cleaned (inside and out, subject to access)
- Upholstery, sofa bases, cushion covers and dining/other chairs to be cleaned (please check labels)
- Gardens, including any garden furniture and/or patios to be clean and clear of rubbish

## **Soft Furnishings**

Excessive discolouring, soiling or damages may result in repair or cleaning costs being charged to the tenants. Discolouration due to smoke, staining, burn marks or tears to curtains may also incur costs.

\*Improvement beyond normal upkeep and repair that adds to the value of real property

## **Flooring**

Carpets should be vacuumed including edges and corners. Depending on the terms of the tenancy agreement and/or the length of tenancy, flooring should be professionally cleaned. Please retain all receipts for such work. Hard floors require sweeping and mopping where necessary (please use appropriate chemicals). Tenants may be charged for any soiling or staining and will incur costs for damage such as heavy stains and burns. If flooring is badly damaged you may be charged for the cost of replacement without allowing for betterment.

## **Decorations**

It is advisable to ask for permission prior to putting nails, pins and other fixtures into walls and avoid putting tack or tape on walls. This is often not allowed under most the tenancy agreements. All additional marks will be noted at Check-out and any damage or repair work in order to make good any marks could be charged to the tenant.

## **Beds & Linens (to include bedding)**

Mattresses, bed bases, pillows, and duvets will be examined for soiling where practically possible. Charges could be made for cleaning, compensation or a percentage of the replacement cost. All linen should be left cleaned, pressed and folded.

## **Kitchen Surfaces and Sinks**

Kitchen surfaces and sinks will be examined for knife cuts, cup marks, scorch and burn marks. Using appropriate items such as chopping boards and heat pads will help prevent damage.

### ***Crockery, chinaware, and kitchen utensils***

All items will be checked for soiling, chips, burn marks, loose handles etc. If damage has occurred outside of fair wear and tear, compensation or replacement costs could be incurred at the end of the tenancy.

### ***Keys***

All keys listed in the inventory should be kept safely and handed back at the end of the tenancy. Should any keys be lost or not returned to the agent or Inventory clerk, the tenant may be charged replacement costs for new cut keys or possibly the changing of locks. Any extra keys cut during the tenancy should also be returned.

### ***Gardens & Balconies***

If a gardener is not employed for the property, you will be required to maintain the garden. This includes the cutting of lawns, weeding, and maintaining the garden according to the season. If the standard is found to be untidy and not within season, the tenant may be charged for any necessary work at the end of the tenancy. We recommend asking permission prior to removing any plants or trees as this may result in replacement costs.

### ***Smoke Alarms / Alarm systems***

Alarms have been tested by the Inventory Clerk where accessible and noted in the report.

## Checklist

Item	Value	Comments
Keys detailed / photographed?	Yes	See Keys section
Maintenance Issues?	Yes	Brown water stains to reception wall
Overall Condition	Yes	<p>Property Cleanliness In the opinion of the inventory clerk, the property has been cleaned to a good domestic standard and is shown in a tidy condition, including flooring and windows</p> <p>Decorative Order The property is shown in good decorative order with marks and defects where noted in report</p> <p>Maintenance / Repair Issues Any maintenance / repair issues have been noted in the report</p>
Keys Handed Over?	No	Keys collected from tenant and returned to agent
Meter Readings Taken?	Yes	See Meters section
Smoke / CO Alarms	Yes	All tested and in WO

## 1. Schedule Of Condition

Item	Condition at Check In	Condition at Check Out
<b>General Cleanliness</b>		
1.1 Professional/Domestic/Poor Standard	The property has been cleaned to a professional standard with omissions	The property has been cleaned to a good domestic standard with omissions
<b>Decorative Order</b>		
1.2 Decorative Order	The property is shown in good decorative order	<i>As Check In</i> + Water penetration stains to reception wall
<b>Lighting</b>		
1.3 Condition/Cleanliness	WO	<i>As Check In</i>
<b>Smoke / CO Alarms</b>		
1.4 Tested / WO	All tested and in WO	<i>As Check In</i>
<b>Windows &amp; Frames</b>		
1.5 Condition/Cleanliness	Cracks to 1 pane in bathroom No catch seen for bathroom window handle	<i>As Check In</i>
<b>Blinds / Curtains</b>		
1.6 Condition/Cleanliness	Good order	<i>As Check In</i>
<b>Flooring</b>		
1.7 Condition/Cleanliness	Light debris	<i>As Check In</i>
<b>Fridge &amp; Freezer</b>		
1.8 Condition/Cleanliness	Good order	Light food residue in places Cracks to shelf panel
<b>Hob</b>		
1.9 Condition/Cleanliness	Usage marks to burners	<i>As Check In</i>
<b>Oven</b>		
1.10 Condition/Cleanliness	Light chip to top	<i>As Check In</i>
<b>Cooker hood</b>		
1.11 Condition/Cleanliness	WO	<i>As Check In</i>
<b>Dishwasher</b>		
1.12 Condition/Cleanliness	None	<i>As Check In</i>

1. Schedule Of Condition (Cont.)

Washer / Dryer		
1.13 Condition/Cleanliness	Good order	<i>As Check In +</i> Soap residue to tray Light soiling to exterior
Exterior Areas		
1.14 Garden / Front Approach	None	<i>As Check In</i>




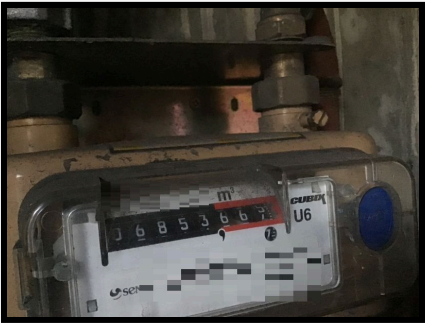
2. Keys



Ref #2

Item	Description
2.1 Flat door	2 1 Chubb 2 1 Yale
2.2 Block door	2 1 Yale

3. Meter Readings

Item	Serial Number	Reading at Check In	Reading at Check Out
Meters			
3.1 Electric	Serial Number: XXXXXX Location: Built in cupboard in kitchen	02642	65485.4
<div><p>Ref # 3.1</p></div>			
3.2 Gas	Serial Number: XXXXXX Location: Built in cupboard in kitchen	02189.343	06853.665
<div><p>Ref # 3.2</p></div>			

#### 4. Front Entrance

Item	Description	Condition at Check In	Condition at Check Out
<b>(External) Front Door &amp; Architrave</b>			
4.1 Door	Medium wood Chrome plate low level	Soil spots Discolouration Marks in places	As Check In + 2 Removal holes above lock Indents to mid level opening edge Scratches above lock Sticker residue to opening edge Explain/Repair - Tenant FWT Clean - Tenant
4.2 Door Frame	Painted black wood		Scattered angle chips FWT
<b>Door Fixtures</b>			
4.3 Numerals	Chrome '369'		
4.4 Lever handle	Chrome		Not seen Explain/Replace - Tenant
4.5 Lock	Chrome		
4.6 Letterbox	Chrome	Red marks	As Check In
4.7 Mortice lock	Chrome	Item added after Check In	Not previously mentioned Explain/Remove - Tenant
<b>(Internal) Front Door &amp; Architrave</b>			
4.8 Door	Medium wood	Rubs below lock Silvering low level	As Check In + Circular indents and 2 removal holes below night latch Explain/Repair - Tenant FWT
4.9 Door Frame	Painted white wood	Painted over defects Occasional light rubs	As Check In + Angle chips Light scuffs FWT
<b>Door Fixtures</b>			
4.10 Closing arm	Grey metal <b>Briton</b>		
4.11 Doorknob	Chrome	Slightly loose	Not seen Explain/Replace - Tenant

4. Front Entrance (Cont.)

4.12 Mortice lock            Chrome

4.13 Reverse of letterbox    Chrome

4.14 Night latch and  
catch

*Item added after Check In*

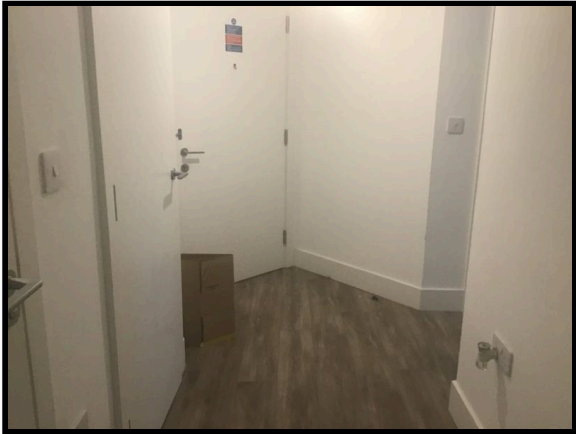
*Now seen as chrome twist lock*  
Explain/Replace - Tenant

*Not previously mentioned*  
Explain/Remove - Tenant


5. Entrance Hallway



Ref #5



Ref #5

Item	Description	Condition at Check In	Condition at Check Out
Ceiling			
5.1 Ceiling	Painted white		
Ceiling mounted fixtures			
5.2 Ceiling rose, cord, pendant, bulb	White plastic	WO	As Check In
5.3 Smoke Alarm	White plastic	Tested and in WO	As Check In
<div><p>Ref # 5.3</p></div>			
5.4 Fixture	White metal Circular	Use unknown	As Check In
5.5 Extractor fan	White plastic	NT	As Check In
Walls			
5.6 Walls	Painted white		Rub marks mid to low level LHS Rubs to RHS of bedroom 1 Rubs to RHS of entrance <span>FWT</span>

5. Entrance Hallway (Cont.)



Ref # 5.6

Wall mounted fixtures

5.7 Entry phone	<b>Entroview</b> White plastic Integrated screen	NT	As Check In + Light dust <b>Clean - Tenant</b>
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Switches & Sockets

5.8 White plastic switches and sockets as fitted to include:	Isolator switch		Minor dust to top <b>Clean - Tenant</b>
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Woodwork

5.9 Skirting	Painted white		Light to moderate dust to top <b>Clean - Tenant</b>
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Flooring

5.10 Floorboards	Medium wood effect laminate Chrome doorstep		
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Built In Cupboard

5.11 Door, frame and fittings	White painted wooden door White painted wooden frame Chrome lever handles with matching cuffs		Indentation to LHS of door frame Rub marks to centre door frame <b>FWT</b>
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Ref # 5.11

5. Entrance Hallway (Cont.)

5.12 Built in cupboard interior

Ceiling - painted white  
Walls - painted white  
Skirting - painted white wood  
Floor - continuation from hallway

5.13 Built in cupboard contents

White laminate shelf  
Chrome hanging rail  
White plastic socket  
White plastic smoke alarm  
White plastic light fitting and bulb

Smoke alarm tested and in WO

Not fully examined due to height  
Rub marks throughout  
Dust to top of skirting FWT

Clean - Tenant

As Check In +  
Hangers in situ

Explain/Remove - Tenant

6. Kitchen



Item	Description	Condition at Check In	Condition at Check Out
Door & Architrave			
6.1 Door	Painted white wood	Painted over defects	As Check In + Blue marks above exterior handle Small angle chip to mid level opening edge Faint splash marks to mid level exterior Clean - Tenant FWT
6.2 Door Frame	Painted white wood	Painted over defects	As Check In + Scattered residue spots Angle chip to high level RHS Clean - Tenant FWT



## 6. Kitchen (Cont.)

### Door Fixtures

6.3 Lever handle

Brass

White paint spots

As Check In +  
Scratches  
Residue to interior handle  
FWT Clean - Tenant



Ref # 6.3



Ref # 6.3

### Ceiling

6.4 Ceiling

Painted white

### Ceiling Mounted Fixtures

6.5 Bulk light

White and obscure plastic  
Chrome and obscure glass

WO

As Check In

6.6 Smoke alarm

White plastic

**Tested and in WO**

As Check In



Ref # 6.6

6.7 Carbon monoxide  
alarm

White plastic  
**Ei**

**Tested and in WO**

As Check In

6. Kitchen (Cont.)



Ref # 6.7

Walls

6.8 Painted

Cream

Tape residue to high level  
between built in cupboards  
Brown soil spots to mid level  
between built in cupboards  
Shading to same area  
Further tape residue RHS to  
window  
Further tape residue, filled in  
hole and splash marks LHS to  
cooker hood  
Light rubs below light switch  
Heavy residue marks and soil  
spots below cooker hood

Clean - Tenant FWT

Explain/Repair - Tenant



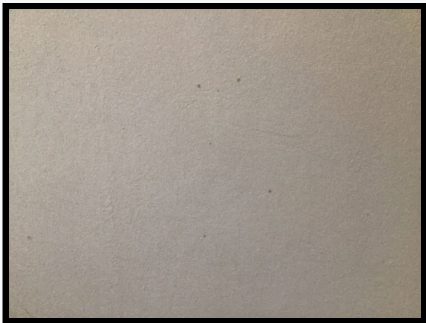
Ref # 6.8



Ref # 6.8



Ref # 6.8



Ref # 6.8



Ref # 6.8

6.9 Tiled

White tiles white grouting

Discolouration to grouting

As Check In

## 6. Kitchen (Cont.)

### Wall Mounted Fixtures

6.10 Extractor fan

White plastic

Soiling **Clean - Tenant**



Ref # 6.10

6.11 Pipe

Metal

### Windows & Frames

6.12 Window casement

White uPVC  
2 Movable panes  
1 Fixed pane  
White lockable lever handles

Excess paint

As Check In +  
Brown discolouration to frames  
Light soiling to handles and  
trickle vents **FWT**

**Clean - Tenant**



Ref # 6.12



Ref # 6.12

6.13 Reveals

As walls

6.14 Sill

As splashback

Discolouration to grouting

As Check In

### Heating

6.15 Double panelled radiator

White manufacturer's finish with grille

NT  
Both end caps seen  
Yellow residue to top  
Dust to inside  
Dust to top

As Check In

### Switches & Sockets

6. Kitchen (Cont.)

6.16 White plastic switches and sockets as fitted to include:

- 2 Double sockets
- Fuse switch
- Light switch
- Cooker switch

Light soiling spots  
Clean - Tenant



Ref # 6.16

Woodwork

6.17 Skirting	Painted white wood	Painted over defects	As Check In
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Flooring

6.18 Tiles	Black with silver grouting	Light debris to floor	As Check In + Furniture indentations below fridge Rucking below washing machine and forward of kickboards FWT
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Ref # 6.18



Ref # 6.18

Kitchen Units

6.19 Kitchen units	Light wood units Chrome D-handles		Slight swelling and discolouration to edge of wall unit LHS of cooker hood FWT
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## 6. Kitchen (Cont.)



Ref # 6.19

### 6.20 Wall units

2 Single units  
1 Double unit

Light usage marks **FWT**

### 6.21 Base units

4 Single units  
Double under sink unit

Light usage marks  
Faint discolouration to rear wall  
of under side unit  
Bowing, swelling and debris to  
under sink unit shelf **FWT**  
**Explain/Repair - Tenant**  
**Clean - Tenant**



Ref # 6.21

### 6.22 Drawers

5 Drawers  
1 Faux drawer

Light usage marks **FWT**

## Worktops & Splashbacks

### 6.23 Worktop

Grey marble effect

Mould to sealant behind sink  
**Clean - Tenant**

### 6.24 Splashback

White tiles with grouting

Discolouration to grouting

*As Check In*

## Sinks / Taps

6.25 1 Sink with  
integrated dish drainer,  
overflow, waste, chain  
and plug

Stainless steel

Water marks  
Sponges to interior  
**Clean - Tenant**  
**Explain/Remove - Tenant**



6. Kitchen (Cont.)



Ref # 6.25



Ref # 6.25

6.26 Mixer tap with single control

Chrome

Water marks **Clean - Tenant**

Appliances

6.27 Cooker hood

White plastic  
**Micromark**  
2 Lights  
Glass visor

Fan and lights in WO

As Check In +  
**Loose to wall**  
1 Bulb NW  
**Replace Bulb - Tenant**



Ref # 6.27

6.28 Hob

**Beko**  
Integrated with oven  
Induction  
4 Burners

NT  
Usage marks to burners

As Check In



Ref # 6.28



Ref # 6.28

6. Kitchen (Cont.)

6.29 Oven

**Beko**  
**Model No.: KDG611W**  
6 White plastic dials  
2 White metal D-handles  
LED display  
2 Chrome tracks  
Black metal baking tray with chrome trivet

NT  
Light chip to top

Clean - Tenant



Ref # 6.29



Ref # 6.29



Ref # 6.29

6.30 Fridge freezer

White  
**Beko**  
**Model No.: CRFG3582W**

NT

As Check In +  
Light food residue in places  
Cracks to shelf to panel

Clean - Tenant

Explain/Repair - Tenant

*Fridge to include:*  
2 White plastic wire shelves  
Clear glass shelf with white plastic trim  
Clear plastic salad crisper  
3 Clear plastic door shelves  
White plastic 6-piece egg holder

*Freezer to include:*  
2 White plastic wired trays



Ref # 6.30



Ref # 6.30



Ref # 6.30

6. Kitchen (Cont.)



Ref # 6.30

6.31 Washing machine

**Amica**  
Model No.: KDG611W\*

NT

As Check In +  
Soap residue to tray  
Light soiling to exterior  
**Clean - Tenant**



Ref # 6.31



Ref # 6.31



Ref # 6.31



Ref # 6.31

6.32 Boiler

**Vaillant**  
White manufacturer's finish

NT

As Check In +  
Light residue to front and side  
**Clean - Tenant**



6. Kitchen (Cont.)



Ref # 6.32



Ref # 6.32

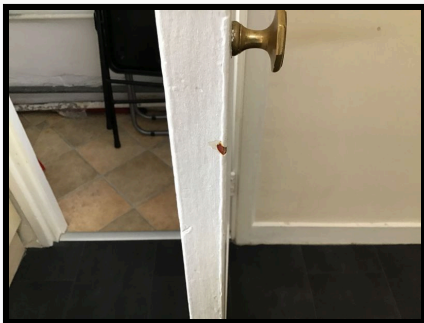
Built in cupboard

6.33 Door, frame and fixtures

Painted white wood  
Brass doorknob

Scattered residue spots and dark marks  
Angle chip to opening edge of LHS cupboard door

Clean - Tenant FWT



Ref # 6.33

6.34 Built in cupboard interior

Grey brick  
Brick floor

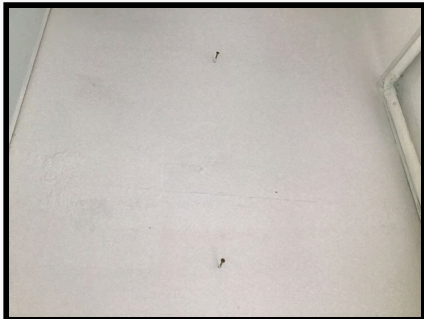
Wear

As Check In +  
3 Screws to walls of LHS built-in cupboard

Explain/Remove - Tenant



Ref # 6.34



Ref # 6.34

6.35 Built in cupboard contents

Gas meter  
Electricity meter  
Fuse box  
Pipe

6. Kitchen (Cont.)

Furnishings			
6.36 Additional items	Glass tumblers Mugs Bowls Shot glasses Juicer Dish drainer 2 Foldable chairs Red dustpan and brush Red handle - seen behind pipework in LHS built in cupboard Assortment of manuals 3 Cream roller blinds 3 Black roller blinds Light shade Further miscellaneous items	Item added after Check In	Not previously mentioned Explain/Remove - Tenant




## 7. Reception



Ref #7



Ref #7

Item	Description	Condition at Check In	Condition at Check Out
<b>Door &amp; Architrave</b>			
7.1 Door	Painted white wood Recessed panel	Occasional paint chips	As Check In + Scratches to mid level exterior Light finger marks above interior handle Drip marks below interior handle <b>FWT</b> <b>Clean - Tenant</b>
<div>    </div>			
7.2 Door Frame	Painted white wood	Occasional paint chips	As Check In
<b>Door Fixtures</b>			
7.3 Pair of lever handles with matching backplates	Brass	Usage marks Tarnished	As Check In + Loose Paint chips <b>Maintenance - Landlord</b> <b>FWT</b>
<b>Ceiling</b>			
7.4 Ceiling	Painted white	Minor split forward of entry	As Check In
<b>Ceiling mounted fixtures</b>			

7. Reception (Cont.)

7.5 Ceiling rose, cord, pendant and bulb

White plastic

WO  
Discolouration and dust to cord

As Check In +  
Cobwebs

7.6 Smoke alarm

White plastic

Tested and in WO

As Check In



Ref # 7.6

Walls

7.7 Painted

Cream

Several pin holes to high level  
LHS of chimney breast  
Filled in removal hole to high  
level RHS of entry  
Notable angle chip to mid level  
RHS of window  
Notable discolouration below  
window  
Rubs in places

As Check In +  
Notable tears to corner RHS of  
entry door  
Further scattered small tears to  
lining paper  
Several pin holes to mid level  
throughout  
White plastic hook to RHS edge  
of recess RHS of entry door  
**Water penetration stains  
below window**

Explain/Repair - Tenant

Explain/Remove - Tenant



Ref # 7.7



Ref # 7.7



Ref # 7.7



7. Reception (Cont.)



Ref # 7.7



Ref # 7.7



Ref # 7.7



Ref # 7.7



Ref # 7.7



Ref # 7.7



Ref # 7.7



Ref # 7.7

Windows & Frames

7.8 Window casement	Painted white metal 3 Movable panes 3 Fixed panes 2 Chrome lever handles Brass lever arm	Faint run marks to glass Paint flaking and discolouration to frames Minor black mould spots <b>Water penetration to low level</b> Swelling to low level RHS of frame Tarnishing to handles	As Check In
7.9 Reveals	As walls	Dark stains to high level	As Check In

Window Coverings

## 7. Reception (Cont.)

### 7.10 Venetian blinds

White wood  
Matching cord, cords and acorns

WO  
Light discolouration, dust and residue marks to slats, cords, acorns and rod  
One acorn broken and seen to floor

As Check In +  
Crack to 1 slat to mid level RHS  
**Explain/Repair - Tenant**



Ref # 7.10



Ref # 7.10



Ref # 7.10

### Heating

#### 7.11 Antique-style radiator

Painted cream metal

NT  
both end caps seen  
Minor paint chips and cracks

As Check In

### Switches & Sockets

#### 7.12 White plastic switches and sockets as fitted to include:

2 Telephone jacks  
**Virgin Media** junction box

NT

As Check In +  
Front panel of telephone jack is bowing inwards and gapping  
Additional telephone jack seen  
**Maintenance - Landlord**  
**Explain/Remove - Tenant**



Ref # 7.12

#### 7.13 Brass and black plastic switches and sockets as fitted

### Woodwork



7. Reception (Cont.)

7.14 Skirting

Painted white wood  
Brass doorstop with black rubber tip

Angle chips in places

As Check In +  
Shading RHS of radiator  
Scattered residue marks  
Doorstop tip detached and seen  
on floor  
Light debris  
Furniture indentations  
Fraying to edges FWT  
Clean - Tenant



Ref # 7.14



Ref # 7.14



Ref # 7.14



Ref # 7.14

Flooring

7.15 Fitted carpet

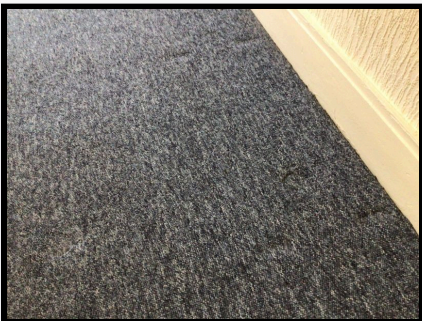
Blue fabric  
Brass threshold strip

Faint discoloured patch to  
centre room

As Check In



Ref # 7.15

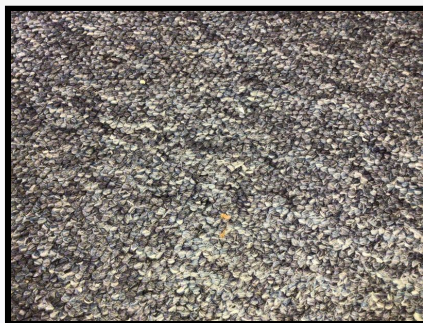


Ref # 7.15



Ref # 7.15

7. Reception (Cont.)



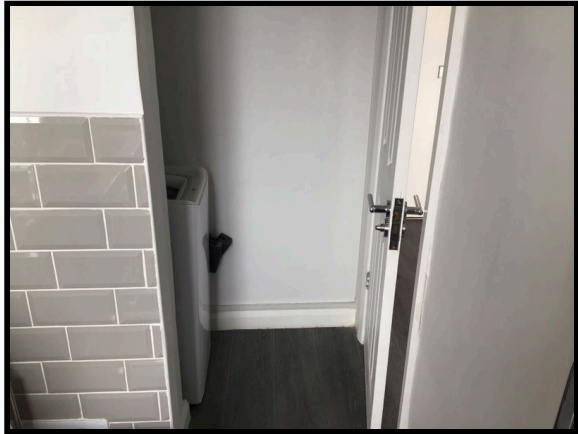
Ref # 7.15






8. Bathroom



Ref #8



Ref #8

Item	Description	Condition at Check In	Condition at Check Out
Door & Architrave			
8.1 Door	Painted white wood 4 Recessed panels	Painted over defects Door does not remain closed Light rub to mid level RHS exterior Light finger soiling to interior	As Check In + Door now closes but with gapping between door and door frame Repair marks and touch up marks seen to closing edge and to mid level exterior Further light rubs seen Split seen above latch bolt to opening edge Explain/Repair - Tenant FWT
<div><div><p>Ref # 8.1</p></div><div><p>Ref # 8.1</p></div><div><p>Ref # 8.1</p></div></div>			
8.2 Door Frame	Painted white wood	Painted over defects Minor mark high level RHS interior	As Check In + Multiple removal holes to exterior edges Paint flaking and chips Explain/Repair - Tenant FWT

## 8. Bathroom (Cont.)



Ref # 8.2



Ref # 8.2



Ref # 8.2

### Door Fixtures

8.3 Pair of lever handles with matching cuffs and integrated twist lock	Chrome	Light finger soiling Slightly loose	As Check In
8.4 Twist lock	Chrome	WO Slightly stiff	As Check In
8.5 Over door hanger	Chrome and clear plastic	Item added after Check In	Not previously mentioned

### Ceiling

8.6 Ceiling	Painted white	Screw and chipping near smoke detector Paint flaking and discolouration above window	As Check In + Further paint flaking and minor paint chips to protruding section forward of window <b>FWT</b>
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Ref # 8.6



Ref # 8.6

### Ceiling Mounted

8.7 Ceiling rose with cable, pendant and bulb	White plastic	WO	Bulb not seen <b>Replace Bulb - Tenant</b>
8.8 Smoke detector	White plastic	<b>Tested and in WO</b>	As Check In

8. Bathroom (Cont.)



Ref # 8.8

8.9 Bulk light	Chrome and obscure plastic	WO	As Check In
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Walls

8.10 Part painted	White	Light finger soiling in places Painted over defect to mid level behind door 'Circuit Details' sheet stuck to high level	As Check In + Light rubs Paint cracking to section RHS of toilet <b>FWT</b>
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Ref # 8.10



Ref # 8.10

8.11 Part tiled	Grey tiles with white grouting with white plastic trim
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Ref # 8.11

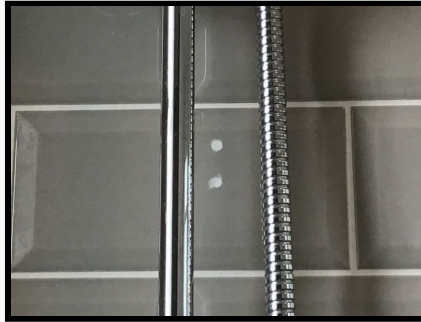


Ref # 8.11



Ref # 8.11

## 8. Bathroom (Cont.)



Ref # 8.11

### Wall mounted fixtures

8.12 Vents	2 Painted over		
8.13 Fuse box	White plastic	Excess paint	As Check In
8.14 Electric meter	Black plastic	Excess paint	As Check In
8.15 Door bell chime	Painted white over metal	WO	As Check In
8.16 'Danger' junction box	Grey metal	Excess paint	As Check In
8.17 Mirror	Unframed Integrated light strip Covered shavers only socket	Light in WO	As Check In + Chip to bottom RHS corner of mirror Light splash marks <b>FWT</b> <b>Clean - Tenant</b>
8.18 Access panel	White plastic	Cover seen open	As Check In
8.19 Shelves	3 Light wood White metal brackets	Item added after Check In	Not previously mentioned <b>Explain/Remove - Tenant</b>



Ref # 8.19

### Windows and Frames

8. Bathroom (Cont.)

8.20 Window casement

Painted white metal  
1 Fixed pane  
1 Movable pane  
Chrome lever handle  
Obscure glass

**Cracks to 1 pane**  
White run marks  
White discolouration to edges  
No catch seen for handle

As Check In +  
Paint chips **FWT**



Ref # 8.20

8.21 Reveals

As walls

Light water marks

As Check In +  
White residue spots  
**Clean - Tenant**



Ref # 8.21

8.22 Sills

Tiled as walls

Light debris

As Check In +  
White residue spots  
**Clean - Tenant**



Ref # 8.22

Heating



8. Bathroom (Cont.)

8.23 Ladder style heated towel rail	Chrome	Light excess paint Light dust to recesses	As Check In
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Switches & Sockets

8.24 Chrome and white plastic switches and sockets as fitted to include:	Shavers only socket	Excess paint Builders dust	As Check In
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Flooring

8.25 Flooring	Grey wood-effect laminate	Light debris White residue	Clean - Tenant
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Ref # 8.25



Ref # 8.25



Ref # 8.25

Toilet

8.26 Toilet	White ceramic Chrome push button flush	WO Light residue to interior of bowl	As Check In + Hair residue to rear of lid Light soiling Tape to flush Clean - Tenant Explain/Remove - Tenant
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Ref # 8.26



Ref # 8.26



Ref # 8.26

8. Bathroom (Cont.)



Ref # 8.26

8.27 Seat and lid

White plastic

Loose

As Check In +  
Light soiling **Clean - Tenant**



Ref # 8.27



Ref # 8.27

Basin

8.28 Basin

White ceramic  
Chrome waste, overflow, and pop up  
plug

Plug cover seen detached

As Check In +  
Plug now seen in situ  
Light soiling  
Split to edge of overflow  
**Clean - Tenant**  
**Explain/Repair - Tenant**



Ref # 8.28



Ref # 8.28

8.29 Taps

Chrome mixer tap with single  
temperature adjustor

Light water marks  
Green discolouration and light  
limescale to tap

As Check In

8. Bathroom (Cont.)

8.30 Vanity Unit

White laminate flip front door  
1 Drawer  
Chrome D-handles

Builders debris  
Rear wall unfinished plaster  
Metal washers and  
miscellaneous fixtures to drawer  
Brown water stain beneath pipe

As Check In +  
Hair residue  
Brown stains to base of top  
section  
Miscellaneous items to interior  
Clean - Tenant  
Explain/Remove - Tenant



Ref # 8.30



Ref # 8.30



Ref # 8.30

Bath / Shower

8.31 Bath

White plastic  
Chrome fixtures

Light soiling  
Hair residue  
White residue below shower  
screen  
Splits to white insert of overflow  
Clean - Tenant  
Explain/Repair - Tenant



Ref # 8.31



Ref # 8.31



Ref # 8.31



Ref # 8.31



Ref # 8.31



## 8. Bathroom (Cont.)

8.32 Mixer tap with dual temperature adjusters	Chrome	Light water marks Limescale	As Check In
8.33 Shower head and flex	Chrome and grey plastic		
8.34 Shower head bracket	Chrome		
8.35 Shower screen	Tempered glass Chrome trim Clear plastic seal	Light water marks	As Check In
Appliances			
8.36 Washing machine	<b>Montpelier</b> <b>Model no.: MTL6120W</b> White 1 Dial Display panel Top opening	Manual and grey plastic fixture in situ	As Check In + Manual and grey plastic fixtures not seen Dust to recesses Explain/Replace - Tenant Clean - Tenant
Furnishings and Contents			
8.37 Toilet brush and holder	Chrome	In use	As Check In
8.38 Hand wash			

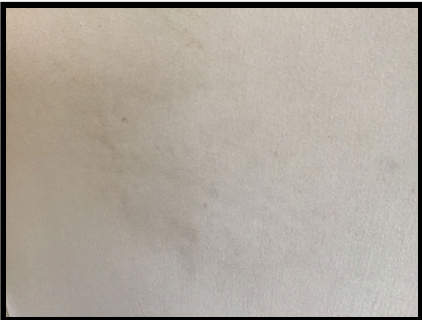

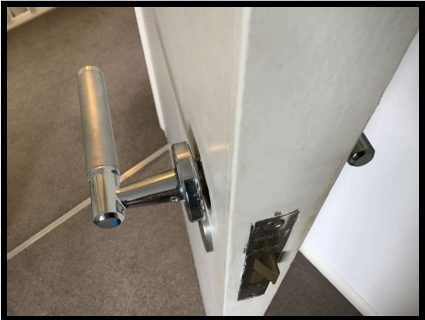
9. Bedroom



Ref #9



Ref #9

Item	Description	Condition at Check In	Condition at Check Out
Door & Architrave			
9.1 Door	Painted white wood		Finger soiling <span>Clean - Tenant</span>
		<div></div> <div><p>Ref # 9.1</p><p>Ref # 9.1</p></div>	
9.2 Door Frame	Painted white		Minor residue spot to interior high level LHS <span>Clean - Tenant</span>
Door Fixtures			
9.3 Pair of lever handles with matching backplates	Chrome		<b>Very loose and detaching when used</b> <span>Maintenance - Landlord</span>
		<div></div> <div><p>Ref # 9.3</p></div>	

## 9. Bedroom (Cont.)

9.4 Mortice lock with circular surround

Chrome

2 Keys in situ

As Check In

### Ceiling

9.5 Ceiling

Painted white

Minor black mould spots to corner LHS of window

Clean - Tenant



Ref # 9.5

### Ceiling mounted fixtures

9.6 Ceiling rose, cord, pendant, bulb and shade

White plastic  
White paper shade with pink motif

WO  
Cord discoloured  
Heat shading to pendant

As Check In

### Walls

9.7 Painted

White

Not fully examined due to furnishings  
Furnishings  
Light marks  
Orange spot marks

As Check In +  
Shrinkage cracking to far LHS of entry to low level FWT



Ref # 9.7

### Wall mounted fixtures

9.8 Curtain hooks

2 Chrome

### Windows & Frames

## 9. Bedroom (Cont.)

### 9.9 Window casement

White uPVC  
3 Fixed panes  
3 Movable panes  
Chrome lever handle with lock

Exterior weather soiling and smears  
Mould to recesses  
Tarnishing to handles  
Condensation to lower panes

As Check In +  
Mould now seen as heavier  
**Clean - Tenant**



Ref # 9.9



Ref # 9.9

### 9.10 Reveals

As walls

### 9.11 Sill

Painted white wood

Light dust to top

As Check In +  
Dust no longer seen

## Window Coverings

### 9.12 Curtains

Chrome curtain rail  
Pair of floor length grey fabric curtains

Light usage marks to rear of one **FWT**



Ref # 9.12

## Heating

### 9.13 Single panelled radiator

Painted white metal

NT  
Both end caps seen

As Check In

## Switches & Sockets



### 9.14 White plastic switches and sockets as fitted

Usage marks  
Minor excess paint

As Check In

## Woodwork

## 9. Bedroom (Cont.)

9.15 Skirting	Painted white wood	Not fully examined due to furnishings Light marks Small splash mark forward of entry	As Check In
Flooring			
9.16 Fitted carpet	Brown fabric	Not fully examined due to furnishings Furniture indentations Wear to areas of tread	As Check In
Built In Cupboard			
9.17 Door, frame and fittings	Painted white wood doors and frame Chrome finger pulls 4 Unframed mirrors to interior of door		
9.18 Built in cupboard interior	Ceiling - painted white Walls - painted white Skirting - painted white wood Flooring - continuation from room	Light shrinkage cracking above skirting Furniture indentations to flooring Removal holes by hanging rail Orange spot marks	As Check In
9.19 Built in cupboard contents	White painted wooden shelf	Bowing slightly	As Check In
Furnishings			
9.20 Double bed frame with headboard	Medium wood-effect laminate		
9.21 Double mattress	White fabric		Discolouration <b>FWT</b>
<div>   </div>			
<div> <div>Ref # 9.21</div> <div>Ref # 9.21</div> </div>			

## Actions Required

Ref	Action Required	Responsibility	Comments
<a href="#">4.1</a> Front Entrance » Door	Explain/ Repair	Tenant	Soil spots Discolouration Marks in places 2 Removal holes above lock Indents to mid level opening edge Scratches above lock Sticker residue to opening edge
<a href="#">4.1</a> Front Entrance » Door	FWT	N/A	Soil spots Discolouration Marks in places 2 Removal holes above lock Indents to mid level opening edge Scratches above lock Sticker residue to opening edge
<a href="#">4.1</a> Front Entrance » Door	Clean	Tenant	Soil spots Discolouration Marks in places 2 Removal holes above lock Indents to mid level opening edge Scratches above lock Sticker residue to opening edge
<a href="#">4.2</a> Front Entrance » Door Frame	FWT	N/A	Scattered angle chips
<a href="#">4.4</a> Front Entrance » Lever handle	Explain/ Replace	Tenant	Not seen
<a href="#">4.7</a> Front Entrance » Mortice lock	Explain/ Remove	Tenant	<i>Not previously mentioned</i>
<a href="#">4.8</a> Front Entrance » Door	Explain/ Repair	Tenant	Rubs below lock Silvering low level Circular indents and 2 removal holes below night latch
<a href="#">4.8</a> Front Entrance » Door	FWT	N/A	Rubs below lock Silvering low level Circular indents and 2 removal holes below night latch
<a href="#">4.9</a> Front Entrance » Door Frame	FWT	N/A	Painted over defects Occasional light rubs Angle chips Light scuffs
<a href="#">4.11</a> Front Entrance » Doorknob	Explain/ Replace	Tenant	Not seen
<a href="#">4.12</a> Front Entrance » Mortice lock	Explain/ Replace	Tenant	<i>Now seen as chrome twist lock</i>

## Actions Required

<a href="#">4.14</a> Front Entrance » Night latch and catch	Explain/ Remove	Tenant	<i>Not previously mentioned</i>
<a href="#">5.6</a> Entrance Hallway » Walls	FWT	N/A	Rub marks mid to low level LHS Rubs to RHS of bedroom 1 Rubs to RHS of entrance
<a href="#">5.7</a> Entrance Hallway » Entry phone	Clean	Tenant	NT Light dust
<a href="#">5.8</a> Entrance Hallway » White plastic switches and sockets as fitted to include:	Clean	Tenant	Minor dust to top
<a href="#">5.9</a> Entrance Hallway » Skirting	Clean	Tenant	Light to moderate dust to top
<a href="#">5.11</a> Entrance Hallway » Door, frame and fittings	FWT	N/A	Indentation to LHS of door frame Rub marks to centre door frame
<a href="#">5.12</a> Entrance Hallway » Built in cupboard interior	FWT	N/A	Not fully examined due to height Rub marks throughout Dust to top of skirting
<a href="#">5.12</a> Entrance Hallway » Built in cupboard interior	Clean	Tenant	Not fully examined due to height Rub marks throughout Dust to top of skirting
<a href="#">5.13</a> Entrance Hallway » Built in cupboard contents	Explain/ Remove	Tenant	<b><i>Smoke alarm tested and in WO</i></b> Hangers in situ
<a href="#">6.1</a> Kitchen » Door	Clean	Tenant	Painted over defects Blue marks above exterior handle Small angle chip to mid level opening edge Faint splash marks to mid level exterior
<a href="#">6.1</a> Kitchen » Door	FWT	N/A	Painted over defects Blue marks above exterior handle Small angle chip to mid level opening edge Faint splash marks to mid level exterior
<a href="#">6.2</a> Kitchen » Door Frame	Clean	Tenant	Painted over defects Scattered residue spots Angle chip to high level RHS
<a href="#">6.2</a> Kitchen » Door Frame	FWT	N/A	Painted over defects Scattered residue spots Angle chip to high level RHS
<a href="#">6.3</a> Kitchen » Lever handle	FWT	N/A	White paint spots Scratches Residue to interior handle

## Actions Required

<a href="#">6.3</a> Kitchen » Lever handle	Clean	Tenant	White paint spots Scratches Residue to interior handle
<a href="#">6.8</a> Kitchen » Painted	Clean	Tenant	Tape residue to high level between built in cupboards Brown soil spots to mid level between built in cupboards Shading to same area Further tape residue RHS to window Further tape residue, filled in hole and splash marks LHS to cooker hood Light rubs below light switch Heavy residue marks and soil spots below cooker hood
<a href="#">6.8</a> Kitchen » Painted	FWT	N/A	Tape residue to high level between built in cupboards Brown soil spots to mid level between built in cupboards Shading to same area Further tape residue RHS to window Further tape residue, filled in hole and splash marks LHS to cooker hood Light rubs below light switch Heavy residue marks and soil spots below cooker hood
<a href="#">6.8</a> Kitchen » Painted	Explain/ Repair	Tenant	Tape residue to high level between built in cupboards Brown soil spots to mid level between built in cupboards Shading to same area Further tape residue RHS to window Further tape residue, filled in hole and splash marks LHS to cooker hood Light rubs below light switch Heavy residue marks and soil spots below cooker hood
<a href="#">6.10</a> Kitchen » Extractor fan	Clean	Tenant	Soiling
<a href="#">6.12</a> Kitchen » Window casement	FWT	N/A	Excess paint Brown discolouration to frames Light soiling to handles and trickle vents
<a href="#">6.12</a> Kitchen » Window casement	Clean	Tenant	Excess paint Brown discolouration to frames Light soiling to handles and trickle vents
<a href="#">6.16</a> Kitchen » White plastic switches and sockets as fitted to include:	Clean	Tenant	Light soiling spots
<a href="#">6.18</a> Kitchen » Tiles	FWT	N/A	Light debris to floor Furniture indentations below fridge Rucking below washing machine and forward of kickboards
<a href="#">6.19</a> Kitchen » Kitchen units	FWT	N/A	Slight swelling and discolouration to edge of wall unit LHS of cooker hood
<a href="#">6.20</a> Kitchen » Wall units	FWT	N/A	Light usage marks



## Actions Required

<a href="#">6.21</a> Kitchen » Base units	FWT	N/A	Light usage marks Faint discolouration to rear wall of under side unit Bowling, swelling and debris to under sink unit shelf
<a href="#">6.21</a> Kitchen » Base units	Explain/ Repair	Tenant	Light usage marks Faint discolouration to rear wall of under side unit Bowling, swelling and debris to under sink unit shelf
<a href="#">6.21</a> Kitchen » Base units	Clean	Tenant	Light usage marks Faint discolouration to rear wall of under side unit Bowling, swelling and debris to under sink unit shelf
<a href="#">6.22</a> Kitchen » Drawers	FWT	N/A	Light usage marks
<a href="#">6.23</a> Kitchen » Worktop	Clean	Tenant	Mould to sealant behind sink
<a href="#">6.25</a> Kitchen » 1 Sink with integrated dish drainer, overflow, waste, chain and plug	Clean	Tenant	Water marks Sponges to interior
<a href="#">6.25</a> Kitchen » 1 Sink with integrated dish drainer, overflow, waste, chain and plug	Explain/ Remove	Tenant	Water marks Sponges to interior
<a href="#">6.26</a> Kitchen » Mixer tap with single control	Clean	Tenant	Water marks
<a href="#">6.27</a> Kitchen » Cooker hood	Replace Bulb	Tenant	Fan and lights in WO <b>Loose to wall</b> 1 Bulb NW
<a href="#">6.29</a> Kitchen » Oven	Clean	Tenant	NT Light chip to top
<a href="#">6.30</a> Kitchen » Fridge freezer	Clean	Tenant	NT Light food residue in places Cracks to shelf to panel
<a href="#">6.30</a> Kitchen » Fridge freezer	Explain/ Repair	Tenant	NT Light food residue in places Cracks to shelf to panel
<a href="#">6.31</a> Kitchen » Washing machine	Clean	Tenant	NT Soap residue to tray Light soiling to exterior
<a href="#">6.32</a> Kitchen » Boiler	Clean	Tenant	NT Light residue to front and side
<a href="#">6.33</a> Kitchen » Door, frame and fixtures	Clean	Tenant	Scattered residue spots and dark marks Angle chip to opening edge of LHS cupboard door

## Actions Required

<a href="#">6.33</a> Kitchen » Door, frame and fixtures	FWT	N/A	Scattered residue spots and dark marks Angle chip to opening edge of LHS cupboard door
<a href="#">6.34</a> Kitchen » Built in cupboard interior	Explain/ Remove	Tenant	Wear 3 Screws to walls of LHS built-in cupboard
<a href="#">6.36</a> Kitchen » Additional items	Explain/ Remove	Tenant	<i>Not previously mentioned</i>
<a href="#">7.1</a> Reception » Door	FWT	N/A	Occasional paint chips Scratches to mid level exterior Light finger marks above interior handle Drip marks below interior handle
<a href="#">7.1</a> Reception » Door	Clean	Tenant	Occasional paint chips Scratches to mid level exterior Light finger marks above interior handle Drip marks below interior handle
<a href="#">7.3</a> Reception » Pair of lever handles with matching backplates	Maintenance	Landlord	Usage marks Tarnished Loose Paint chips
<a href="#">7.3</a> Reception » Pair of lever handles with matching backplates	FWT	N/A	Usage marks Tarnished Loose Paint chips
<a href="#">7.7</a> Reception » Painted	Explain/ Repair	Tenant	Several pin holes to high level LHS of chimney breast Filled in removal hole to high level RHS of entry Notable angle chip to mid level RHS of window Notable discolouration below window Rubs in places Notable tears to corner RHS of entry door Further scattered small tears to lining paper Several pin holes to mid level throughout White plastic hook to RHS edge of recess RHS of entry door <b>Water penetration stains below window</b>
<a href="#">7.7</a> Reception » Painted	Explain/ Remove	Tenant	Several pin holes to high level LHS of chimney breast Filled in removal hole to high level RHS of entry Notable angle chip to mid level RHS of window Notable discolouration below window Rubs in places Notable tears to corner RHS of entry door Further scattered small tears to lining paper Several pin holes to mid level throughout White plastic hook to RHS edge of recess RHS of entry door <b>Water penetration stains below window</b>
<a href="#">7.10</a> Reception » Venetian blinds	Explain/ Repair	Tenant	WO Light discolouration, dust and residue marks to slats, cords, acorns and rod One acorn broken and seen to floor Crack to 1 slat to mid level RHS

## Actions Required

<a href="#">7.12</a> Reception » White plastic switches and sockets as fitted to include:	Maintenance	Landlord	NT Front panel of telephone jack is bowing inwards and gapping Additional telephone jack seen
<a href="#">7.12</a> Reception » White plastic switches and sockets as fitted to include:	Explain/ Remove	Tenant	NT Front panel of telephone jack is bowing inwards and gapping Additional telephone jack seen
<a href="#">7.14</a> Reception » Skirting	FWT	N/A	Angle chips in places Shading RHS of radiator Scattered residue marks Doorstop tip detached and seen on floor Light debris Furniture indentations Fraying to edges
<a href="#">7.14</a> Reception » Skirting	Clean	Tenant	Angle chips in places Shading RHS of radiator Scattered residue marks Doorstop tip detached and seen on floor Light debris Furniture indentations Fraying to edges
<a href="#">8.1</a> Bathroom » Door	Explain/ Repair	Tenant	Painted over defects Door does not remain closed Light rub to mid level RHS exterior Light finger soiling to interior <i>Door now closes but with gapping between door and door frame</i> Repair marks and touch up marks seen to closing edge and to mid level exterior Further light rubs seen Split seen above latch bolt to opening edge
<a href="#">8.1</a> Bathroom » Door	FWT	N/A	Painted over defects Door does not remain closed Light rub to mid level RHS exterior Light finger soiling to interior <i>Door now closes but with gapping between door and door frame</i> Repair marks and touch up marks seen to closing edge and to mid level exterior Further light rubs seen Split seen above latch bolt to opening edge
<a href="#">8.2</a> Bathroom » Door Frame	Explain/ Repair	Tenant	Painted over defects Minor mark high level RHS interior Multiple removal holes to exterior edges Paint flaking and chips
<a href="#">8.2</a> Bathroom » Door Frame	FWT	N/A	Painted over defects Minor mark high level RHS interior Multiple removal holes to exterior edges Paint flaking and chips
<a href="#">8.6</a> Bathroom » Ceiling	FWT	N/A	Screw and chipping near smoke detector Paint flaking and discolouration above window Further paint flaking and minor paint chips to protruding section forward of window

## Actions Required

<a href="#">8.7</a> Bathroom » Ceiling rose with cable, pendant and bulb	Replace Bulb	Tenant	Bulb not seen
<a href="#">8.10</a> Bathroom » Part painted	FWT	N/A	Light finger soiling in places Painted over defect to mid level behind door 'Circuit Details' sheet stuck to high level Light rubs Paint cracking to section RHS of toilet
<a href="#">8.17</a> Bathroom » Mirror	FWT	N/A	Light in WO Chip to bottom RHS corner of mirror Light splash marks
<a href="#">8.17</a> Bathroom » Mirror	Clean	Tenant	Light in WO Chip to bottom RHS corner of mirror Light splash marks
<a href="#">8.19</a> Bathroom » Shelves	Explain/ Remove	Tenant	<i>Not previously mentioned</i>
<a href="#">8.20</a> Bathroom » Window casement	FWT	N/A	<b>Cracks to 1 pane</b> White run marks White discolouration to edges No catch seen for handle Paint chips
<a href="#">8.21</a> Bathroom » Reveals	Clean	Tenant	Light water marks White residue spots
<a href="#">8.22</a> Bathroom » Sills	Clean	Tenant	Light debris White residue spots
<a href="#">8.25</a> Bathroom » Flooring	Clean	Tenant	Light debris White residue
<a href="#">8.26</a> Bathroom » Toilet	Clean	Tenant	WO Light residue to interior of bowl Hair residue to rear of lid Light soiling Tape to flush
<a href="#">8.26</a> Bathroom » Toilet	Explain/ Remove	Tenant	WO Light residue to interior of bowl Hair residue to rear of lid Light soiling Tape to flush
<a href="#">8.27</a> Bathroom » Seat and lid	Clean	Tenant	Loose Light soiling
<a href="#">8.28</a> Bathroom » Basin	Clean	Tenant	Plug cover seen detached <i>Plug now seen in situ</i> Light soiling Split to edge of overflow

## Actions Required

<a href="#">8.28</a> Bathroom » Basin	Explain/ Repair	Tenant	Plug cover seen detached <i>Plug now seen in situ</i> Light soiling Split to edge of overflow
<a href="#">8.30</a> Bathroom » Vanity Unit	Clean	Tenant	Builders debris Rear wall unfinished plaster Metal washers and miscellaneous fixtures to drawer Brown water stain beneath pipe Hair residue Brown stains to base of top section Miscellaneous items to interior
<a href="#">8.30</a> Bathroom » Vanity Unit	Explain/ Remove	Tenant	Builders debris Rear wall unfinished plaster Metal washers and miscellaneous fixtures to drawer Brown water stain beneath pipe Hair residue Brown stains to base of top section Miscellaneous items to interior
<a href="#">8.31</a> Bathroom » Bath	Clean	Tenant	Light soiling Hair residue White residue below shower screen Splits to white insert of overflow
<a href="#">8.31</a> Bathroom » Bath	Explain/ Repair	Tenant	Light soiling Hair residue White residue below shower screen Splits to white insert of overflow
<a href="#">8.36</a> Bathroom » Washing machine	Explain/ Replace	Tenant	Manual and grey plastic fixture in situ Manual and grey plastic fixtures not seen Dust to recesses
<a href="#">8.36</a> Bathroom » Washing machine	Clean	Tenant	Manual and grey plastic fixture in situ Manual and grey plastic fixtures not seen Dust to recesses
<a href="#">9.1</a> Bedroom » Door	Clean	Tenant	Finger soiling
<a href="#">9.2</a> Bedroom » Door Frame	Clean	Tenant	Minor residue spot to interior high level LHS
<a href="#">9.3</a> Bedroom » Pair of lever handles with matching backplates	Maintenance	Landlord	<b><i>Very loose and detaching when used</i></b>
<a href="#">9.5</a> Bedroom » Ceiling	Clean	Tenant	Minor black mould spots to corner LHS of window
<a href="#">9.7</a> Bedroom » Painted	FWT	N/A	Not fully examined due to furnishings Furnishings Light marks Orange spot marks Shrinkage cracking to far LHS of entry to low level

## Actions Required

<a href="#">9.9</a> Bedroom » Window casement	Clean	Tenant	Exterior weather soiling and smears Mould to recesses Tarnishing to handles Condensation to lower panes Mould now seen as heavier
<a href="#">9.12</a> Bedroom » Curtains	FWT	N/A	Light usage marks to rear of one
<a href="#">9.21</a> Bedroom » Double mattress	FWT	N/A	Discolouration



Signed by the

Signature

Print Name

Date                /        /

Signed by the

Signature

Print Name

Date                /        /