



CHECK OUT REPORT

Of the contents and conditions for

SAMPLE



Date of inspection: **SAMPLE**

PREPARED BY: Ft² Inventories
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On behalf of:

Name/s	SAMPLE
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Important Information

The Tenant or Tenant’s representative should indicate that they have read and understood and accept that this Check out Report is a true and accurate representation at the date so specified, of the Property at the address stated above.



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**INVENTORY DISCLAIMERS**

1.	Structural	This Inventory does not constitute a structural survey of the Property.
2.	General	This Inventory has been prepared on the accepted principle that all items are free from any obvious damage, fault or soiling except where stated. The term 'good' is noted as a guideline for this. NOTE: Should there be any cleaning, health and safety or other issues that need urgent attention, please call the office immediately.
3.	Description	Where the words 'gold', 'brass', 'oak', 'walnut' etc are used, it is understood that this is a description of the colour and type of the item and not the actual fabric, unless documentary evidence is available. The description of the listed items are for identification purposes only and we do not attempt to determine or pass an opinion on whether an item is genuine or a reproduction. New items will only be described as such when they are in a new building, still in their wrappings, or with a receipt.
4.	Attendees	Wherever possible please ensure the tenant or a representative of the tenant attends the check-in and the check-out and they must sign the report. If the landlord is in attendance and makes comments or reaches any agreements this must be noted in the report.
5.	Fire Safety Equipment	If smoke detectors/carbon monoxide monitors are present and replacement batteries are required between maintenance visits or periodic tenancy checks, it is the Tenant's responsibility to replace and frequently check the working order of the same. Any faults should be reported immediately to the managing Agent/Landlord.
6.	Furnishings	Where the Inventory states 'Fire Regs labels seen', it is taken that labels are present on furniture and this indicates these items comply with the Furniture and Furnishings (Fire) (Safety) Regulations 1988 (as amended 1993). It is not the Inventory clerk's responsibility to state that these items comply with these regulations. Curtains are described with an approximation of length i.e. sill/skirting/floor length. Responsibility is not taken for noticing minor shrinkage due to cleaning/ washing. Any shrinkage during or at the end of a tenancy will be the tenant's responsibility.
7.	Working order and condition	This Inventory relates only to the furniture, furnishings, fixtures and fittings and to all the Landlord's equipment and contents in the property. It is no guarantee of, nor does it report on the adequacy, or safety of any such equipment or contents. It is just a record that such items exist at the property on the date of the Inventory and a superficial condition of the same. Other than light bulbs and batteries, working condition is not noted. Where an Inventory is compiled at an old property, it is understood that the condition of the fabric are normally age worn and age marked unless otherwise noted.
8.	Appliances	Appliances will not be tested.
9.	Windows & Doors	All door locks, latches and fittings will be checked but windows are not all opened to test if they are operational. If they are not operational, this should be reported as a maintenance fault. Doors are checked where keys are provided.
10.	Alarms	Smoke, Fire and Burglar Alarms will be tested where possible
11.	Smoke alarm	There must be a Smoke alarms on each floor with a habitable room. Locations must be noted and testing MUST be confirmed on check-in report





12.	Carbon Monoxide (CO) Alarm	Carbon Monoxide alarms must be in any room with a solid fuel appliance – these must also be listed on check in report
13.	Heavy items	Heavy items of furniture such as kitchen appliances, wardrobes and beds will not be moved and the Inventory clerk will not be responsible for the condition of any flooring underneath or areas surrounding such items that cannot be seen.
14.	Loft & Cellars	Lofts and cellars are not included on this Inventory unless they are converted and safely accessible. Contents will therefore not be noted or checked at check in or check out.
15.	Locked rooms	Belongings left by the Landlord in a locked room or outbuildings will not be inventoried and are the sole responsibility of the Landlord. Any soft furnishing stored must comply with Fire & Furnishings Regulations.
16.	Gardens	Plants and shrubs will not be itemised.
17.	Odour	Unless noted the property is odour free.
18.	Maintenance	Any maintenance problems found either at the commencement of the tenancy or during the tenancy, should be reported promptly to the Managing Agent or Landlord. Report any maintenance or cleaning issues at the property to the agent immediately.
19.	Agents' instructions	Where the Agent advises that work is to be done at a property after the Inventory clerk has attended, it will be noted on the Inventory as follows: <i>*Agent advises.....</i> Confirmation should always be available in the form of work receipts and the tenant is advised to put any concerns in writing to the Agent.
20.	Tenancy agreement	The terms of the tenancy agreement may override the opinion of the Inventory clerk.
21.	Assurances	The usability, safety or serviceability of any item left in the premises, or any access or usability of any room or outdoor space is not guaranteed and if you have any concerns you should check with the Agent/Landlord.
22.	Professional Membership	Association of Professional Inventory Providers (APIP)
23.	Reports	All reports are to be sent in a PDF format.
24.	Garages	Appliances, garden equipment and tools will be inventoried, however tins of paint will not be itemised
25.	Sheds	Garden equipment and tools will be inventoried, however logs and tins of paint will not be itemised.
26.	Electrical sockets/wires/ fittings	Condition of Electrical Sockets/Wires/Fittings (visual check) We are not qualified electricians and will only confirm the visual condition of the electrical socket, wiring and or fitting as seen. Any fault seen will be noted and reported immediately to the managing Agent/Landlord.
25.	Blinds	Blinds in the premises are visually checked. We are unable to verify that the blinds comply with child safety requirements of BS EN 13120:2009 + A1: 2014 placed on the manufacturer, supplier and professional installation of internal window blinds.



**GENERAL DESCRIPTION AND SUMMARY OF CONDITION**

Note	Agent advises the Tenant had a contractor in following the inspection to do 'touch ups'. Please ignore any areas in the report which have been re-touched.
Decorative order	Appears the tenants have repainted the wall, the paintwork is patchy in areas
Floors	Good overall order with some additional usage.
Woodwork	Some paint splashes to the edges of the woodwork from the painting of the walls. Some cracking to the joinery and a few additional light marks.
Fixtures and fittings	Hyperoptic router is missing from the storage cupboard along with the fascia for 1x plug socket, fixtures and fittings all have paint splashes to the edges.
Walls	Freshly painted. Some areas of patchy paint as noted.
Lights	Tested and working
Contents/Furnishings	N/A
Bathroom	Some additional use, 1x chip in the en-suite, pop-up plug in the en-suite is not working.
Outside space	N/A.
Windows/ Blinds	Tested and working, additional blinds have been installed since the check-in inspection.
Appliances	All appliances tested for power and working.
Start Date of Tenancy	30/05/2019
Length of Tenancy	6 Months

CLEANING SUMMARY

Floors	Professional clean required.
Woodwork	Professional clean required.
Fixtures and fittings	Professional clean required.
Windows	Professional clean required.
Curtains/blinds	Professional clean required.
Bathroom	Professional clean required.
Appliances	Professional clean required.
Furnishings	Professional clean required.
General	Professional clean required.

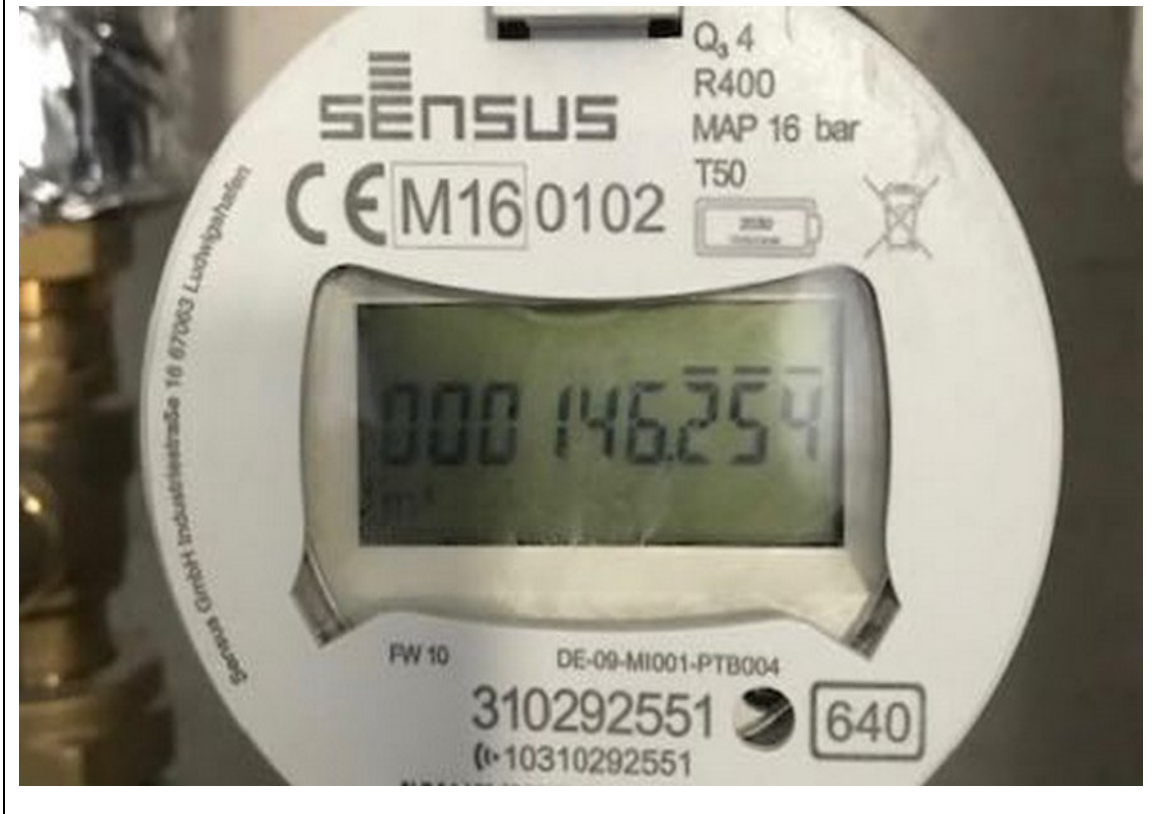
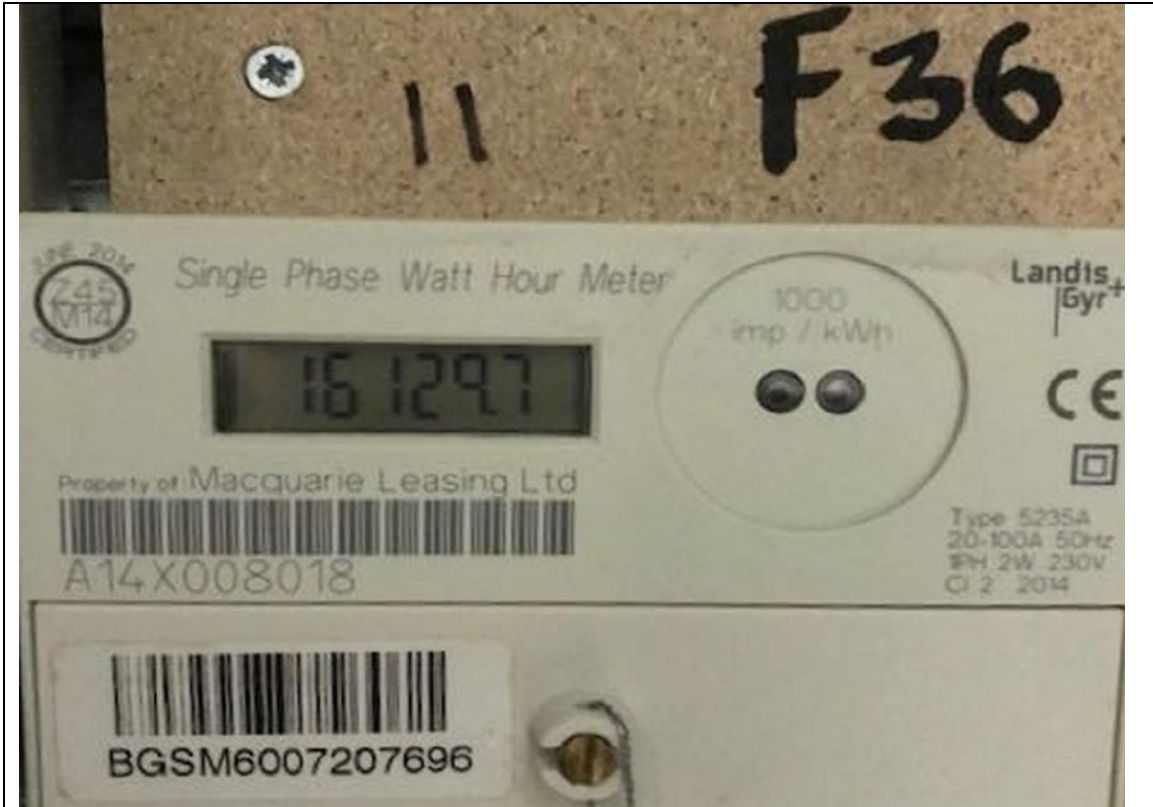


UTILITY READINGS

Service	Location	Reading
Electricity	Communal storage	Serial no: A14X008018 Reading: 16 129.7
Heat	Built-in storage 2 off the hallway	Serial no: 7753062484 Reading: 13924 kWh
Water	Communal storage	Serial no: 310292551 Reading: 000 146, 254


Utility reading photographs



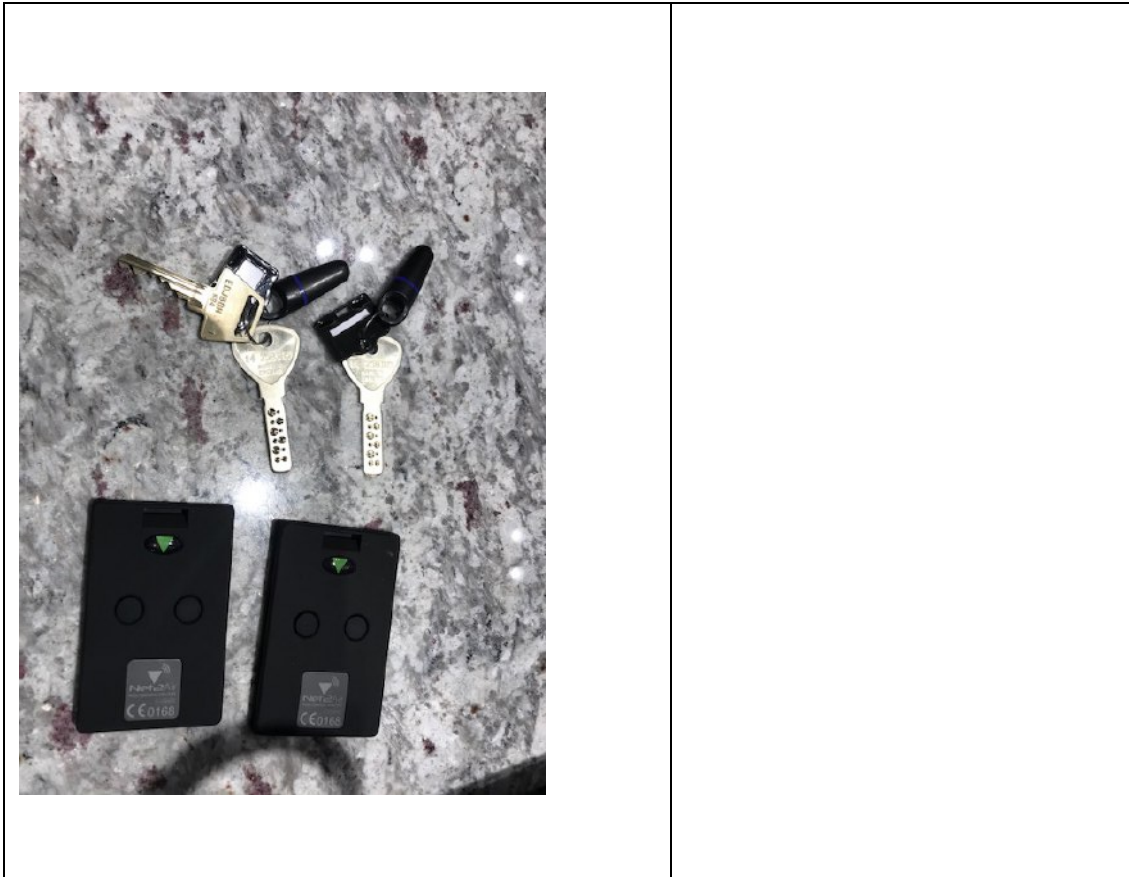




KEYS ISSUED

Photographs	At check out
	<p>Keys issued to tenant? Yes</p> <p>Description of keys: 2x sets of keys returned by the Tenant.</p> <p>As consistent with check in.</p> <p>Each set contains;</p> <ul style="list-style-type: none">- 1x Banham front door key serial no 14258385- 1x electronic fob <p>Additionally;</p> <ul style="list-style-type: none">- 1x Window key – serial no EDJB0H1K84





Item	Location	Tested and working
Smoke detectors	Entrance hall	Tested and working
	Reception room	Tested and working
	Heat / smoke in kitchen	Tested and working
Carbon monoxide	N/A	
Fire alarm	N/A	
Security alarm	N/A	
Water outlets	Bathroom/Kitchen	Tested and working

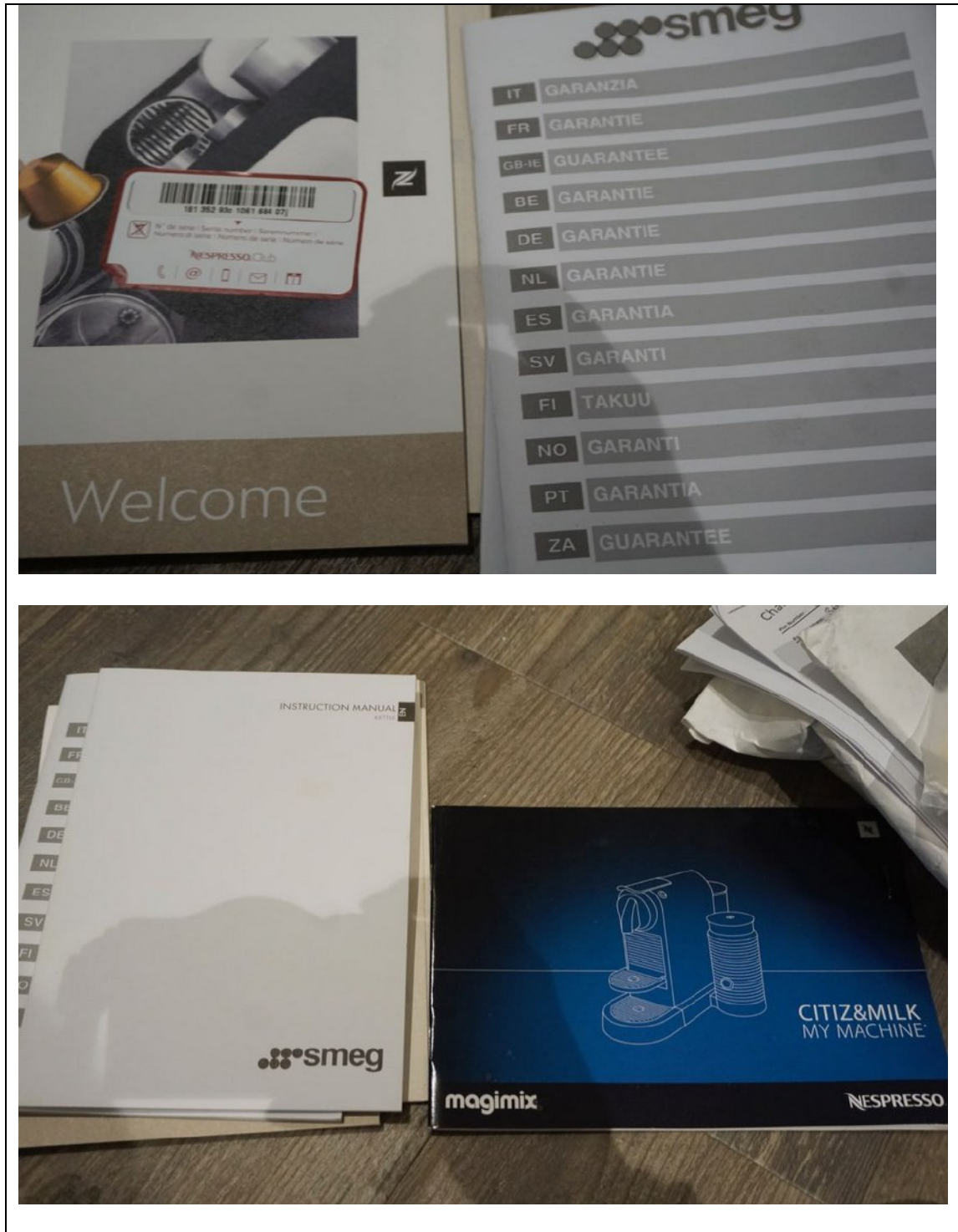


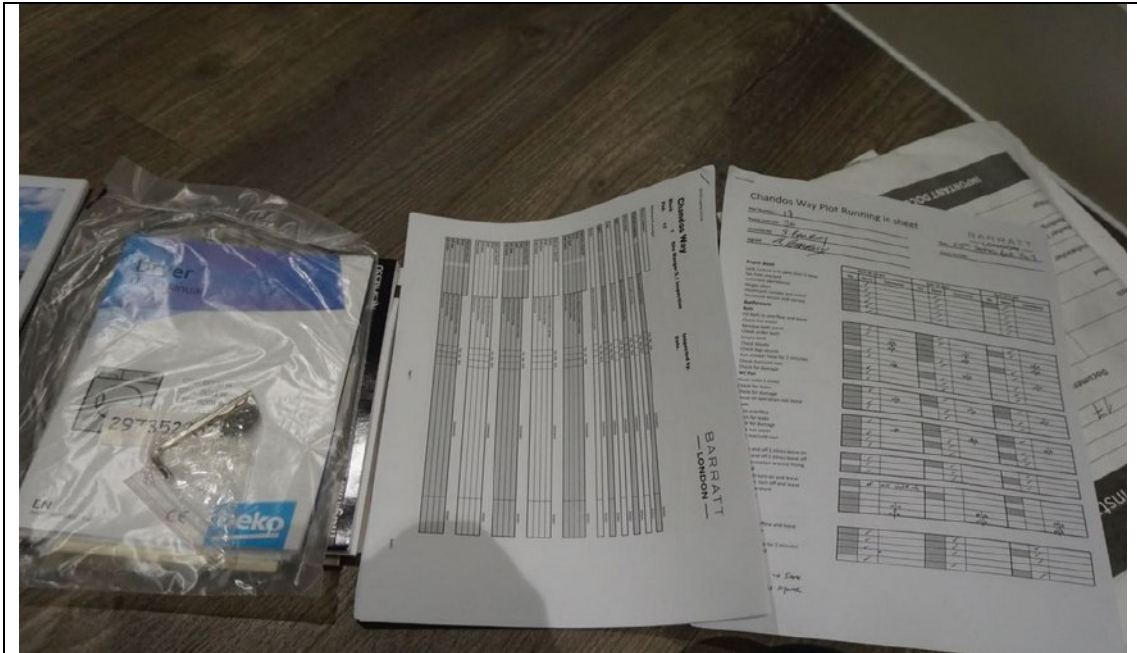


Appliance manuals

Manuals found for:

- 2x Philips iron
- Various guaranties
- Nespresso Smeg kettle
- Magimix Nespresso machine
- Dryer manual is now found here including the Allen key
- Plot running sheet
- Dishwasher
- Fridge freezer
- Oven
- Hob
- Microwave
- Food warming drawer
- Elica extractor x3
- Caple wine cooler









Basis of reporting

This report has been prepared in conjunction with the Inventory/check in report for the aforementioned property. It has been prepared on the basis that all items inspected have been found in good condition in relation to the Inventory/check in report and free from defects and damage unless specifically mentioned. This report contains photographic evidence as an additional verification to the described content.





1. Front Door and Entrance Hall

RH = *Right Hand*
LH = *Left Hand*

TR = *Tenants responsibility*
LR = *Landlords Responsibility*
LI = *Landlords Information*
FWT = *Fair wear and tear*

If there are no comments made in the 'Differences from check in' section the item/fixture/feature is in the same condition as stated on the inventory/check in report.

Description	Differences from check in
1.1 Door	<p>External door:</p> <ul style="list-style-type: none"> - Some additional usage and white marks – FWT - Additional marks to the base of the door, notably to bottom RH corner – FWT based on condition at check-in - Door is dusty as consistent with check-in - 2x chips above the handle to the LH side of the door – TR - Light edge nicks along the leading edge mid to low level – FWT - Light rubbing along the edges of the door, where it makes contact with the framework – FWT - Few light scratches to the centre of the door – FWT - 1x area of scratches to the RH side of the door – LI, <p>External frame:</p> <ul style="list-style-type: none"> - Some light dust – FWT - Light tested and working - 1x additional mezuzah to the RH side of the door high level – TR, unless installed with permission <p>Threshold:</p> <ul style="list-style-type: none"> - Some additional usage – FWT





	<ul style="list-style-type: none"> - Some light indents along the leading edge – FWT <p>Internal door:</p> <ul style="list-style-type: none"> - Thumb screw lock tested and working - Condensed white marks to high level on the door, each approximately 1' long, approximately 15x in total – TR - 2x grey marks at mid level to the LH side of the door - Elongated mark with an area of approximately 8x condensed 3cm to 10cm marks at low level on the door – TR - Base of the door has 1x tiny chip – FWT - Handle has chips to the finish along the edge – TR <p>Internal frame:</p> <ul style="list-style-type: none"> - Approximately 5x chips to the leading edge LH side – TR
<p>1.2 Floor</p>	<ul style="list-style-type: none"> - Debris scattered throughout – TR to clean - 1x faint 10cm mark forward of the entrance – FWT - 1cm black mark forward of the bathroom – FWT - 4x 10cm drag marks and 1x 30cm scratch between the reception room and the storage cupboard – TR - Some additional usage – FWT - Faint 15cm mark on approach to the bedrooms – FWT
<p>1.3 Skirts/woodwork</p>	<ul style="list-style-type: none"> - Dusty – TR to clean - Tiny chip to the angle join RH side of the storage cupboards – FWT - Some cracking to the joinery – FWT - Patchy paint near built-in storage cupboard opposite the door - TR - Paint splashes to the tops of the skirting boards – FWT
<p>1.4 Walls</p>	<ul style="list-style-type: none"> - Approximately 6x tiny marks at mid level to the LH side of the entrance – FWT - Patchy rub mark LH side of the entrance - FWT - 3x tiny 1cm marks between the storage cupboards – FWT - 1x 20cm grey mark mid level LH side of the storage cupboards – FWT - 5x indents between the reception room and the bathroom which have been painted over – TR - Patchy paint disparity where the paint has not dried evenly – TR - Paint spots to the internal door and frame including the metalwork on the door – TR

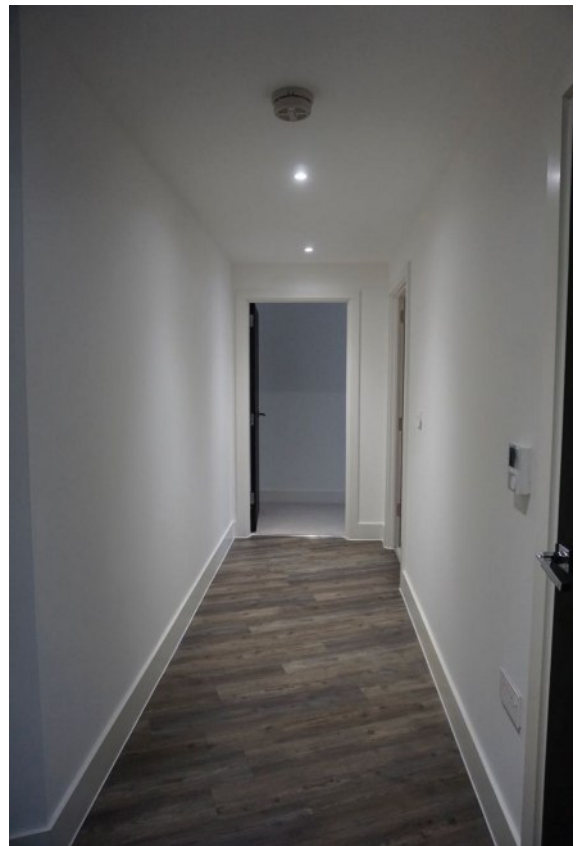
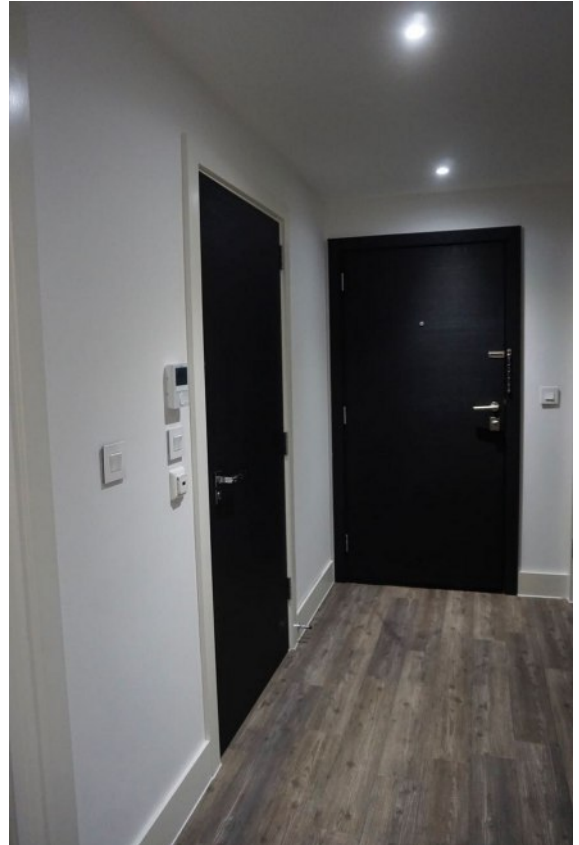




	<ul style="list-style-type: none">- Notable grey discolouration to the top of the skirting board RH side of the entrance - TR
1.5 Cornicing	N/A
1.6 Ceiling	<ul style="list-style-type: none">- Light paint disparity around the edges - FWT
1.7 Fixtures/Fittings	Lights: <ul style="list-style-type: none">- Tested and working Smoke detector: <ul style="list-style-type: none">- Tested and working Thermostat control: <ul style="list-style-type: none">- Tested for power and working <ul style="list-style-type: none">- Fixtures and fittings are dusty, in need of clean - TR to clean- Paint splashes to the edges of the switches/sockets - TR
1.8 Furnishings	N/A
1.9 Window	N/A

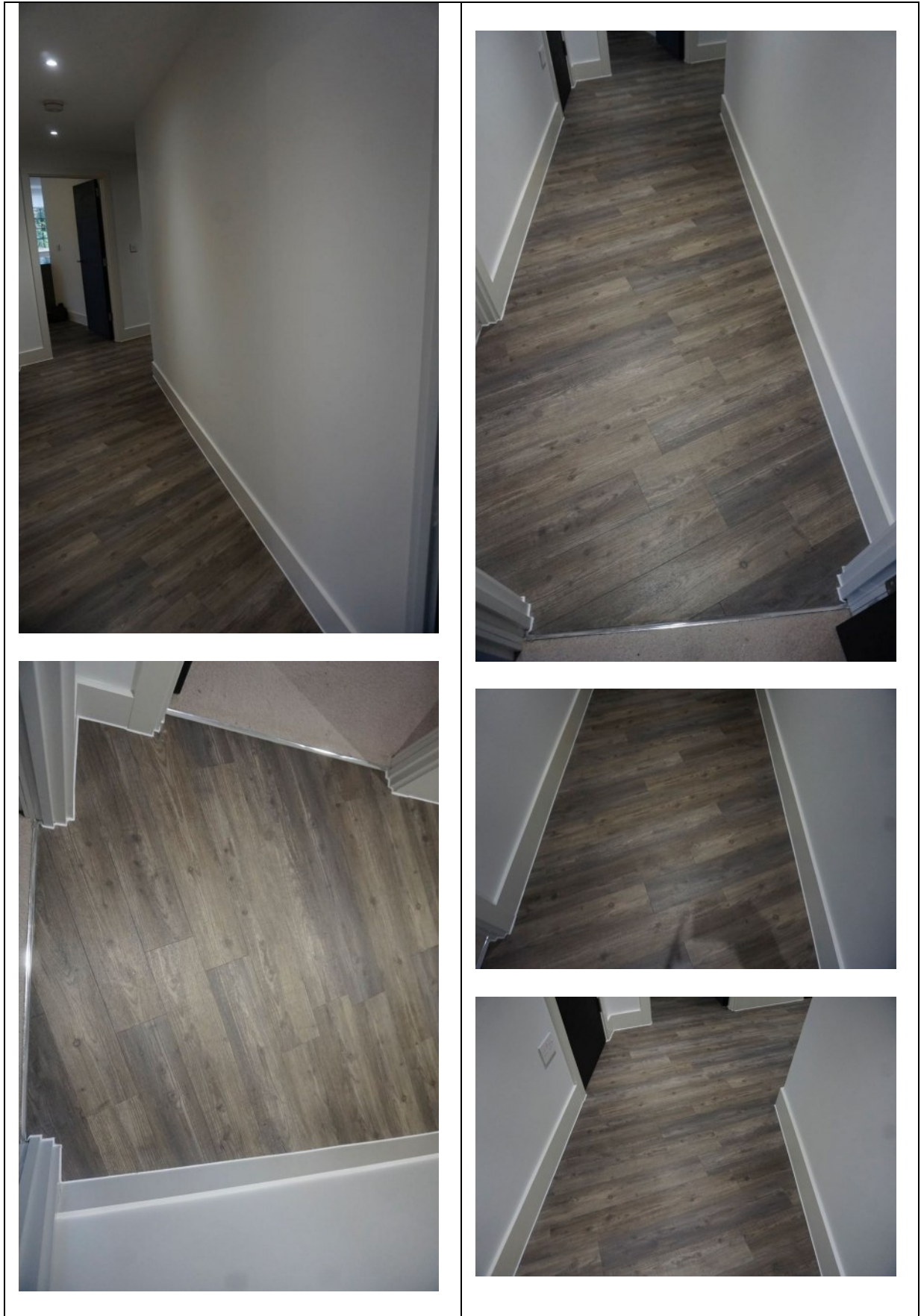


1.10 Photographs

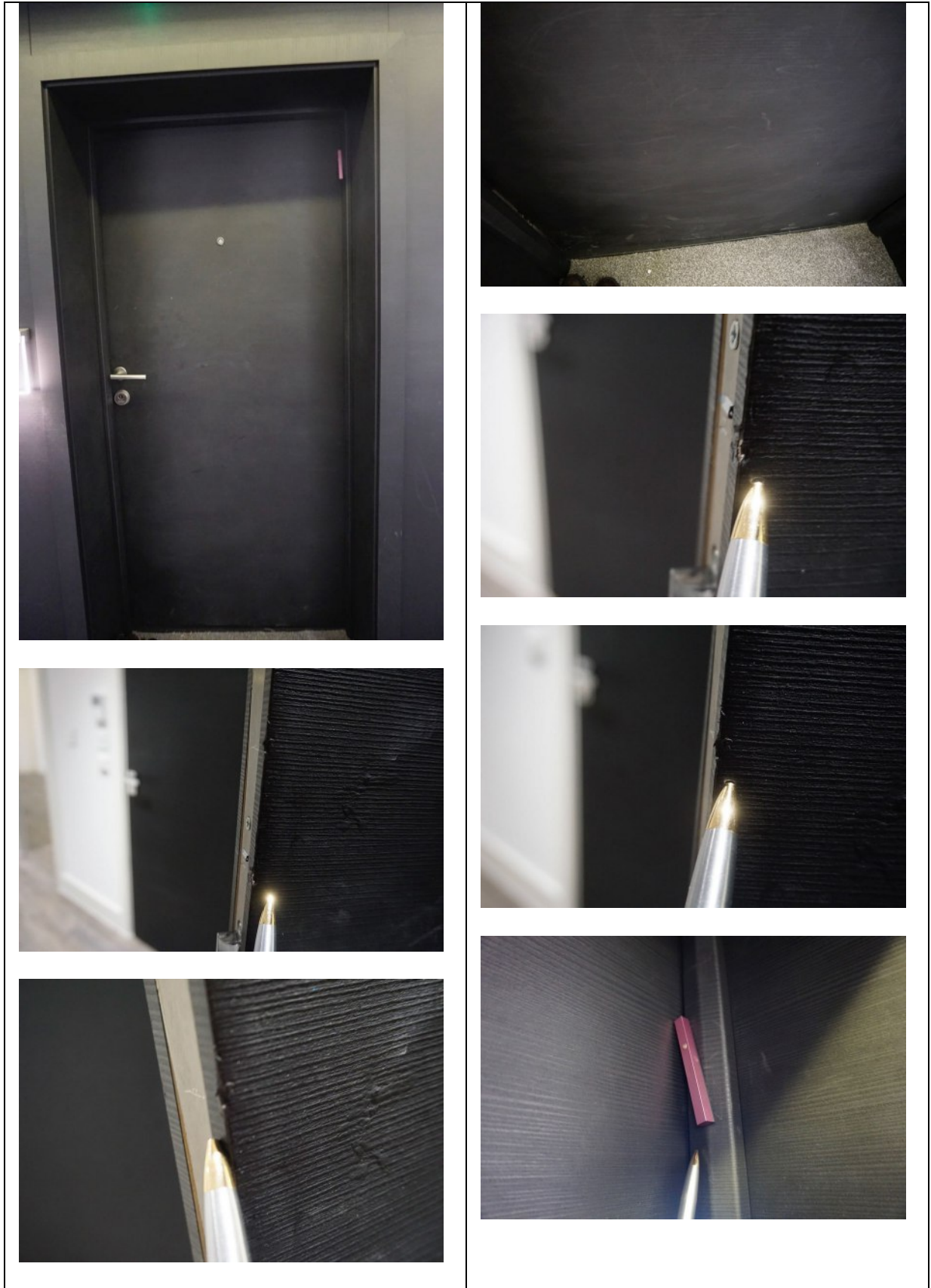


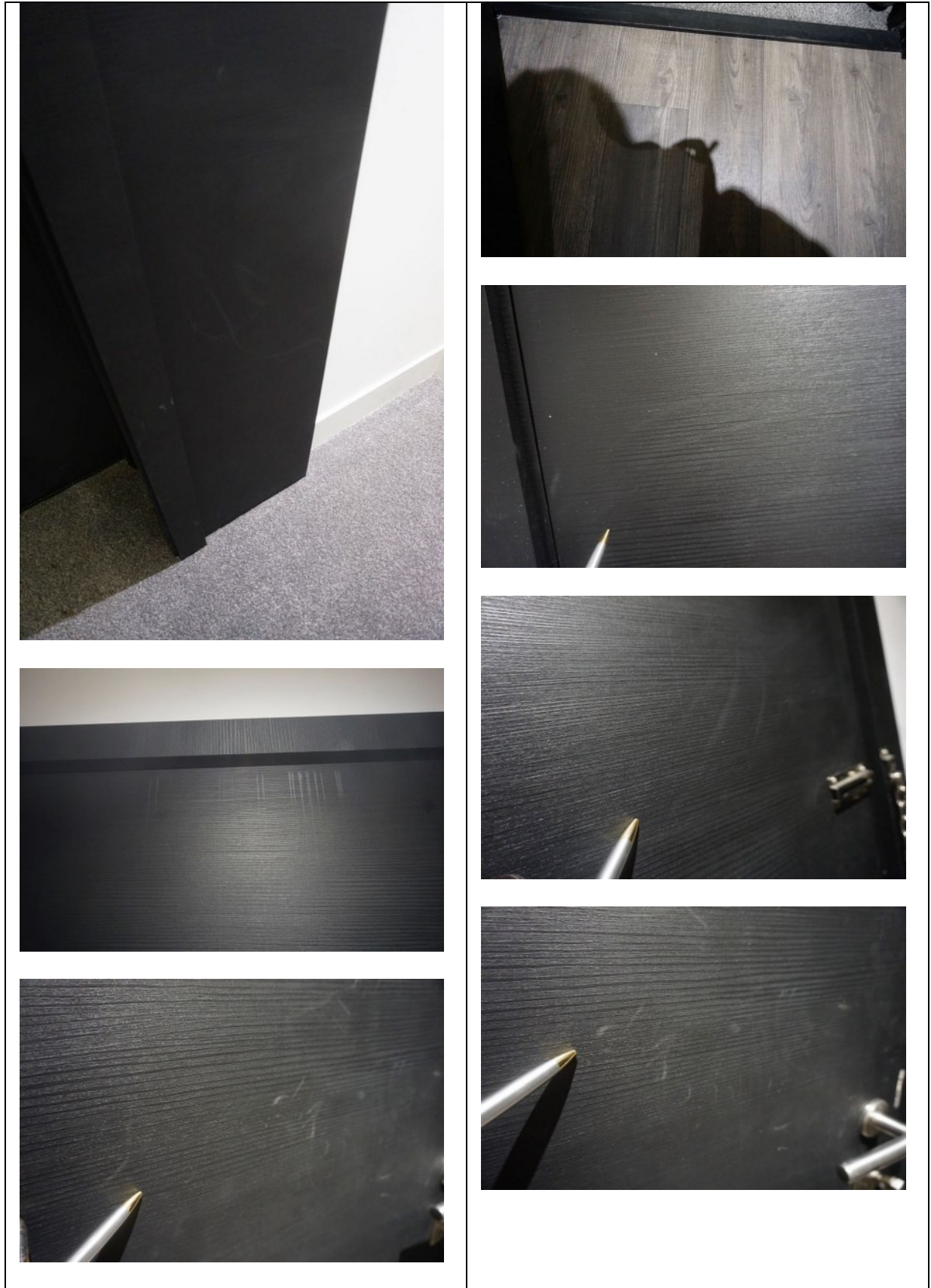


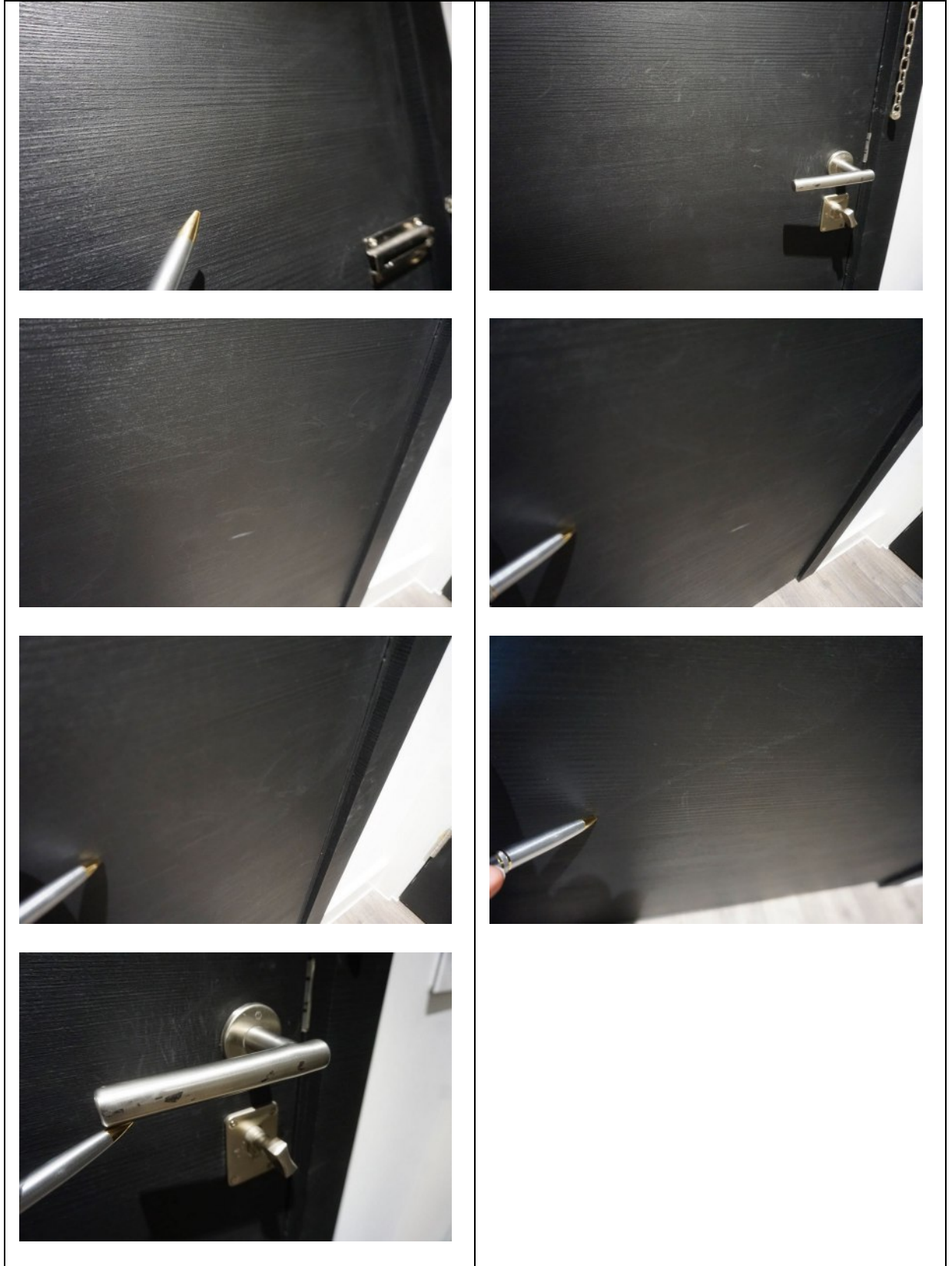
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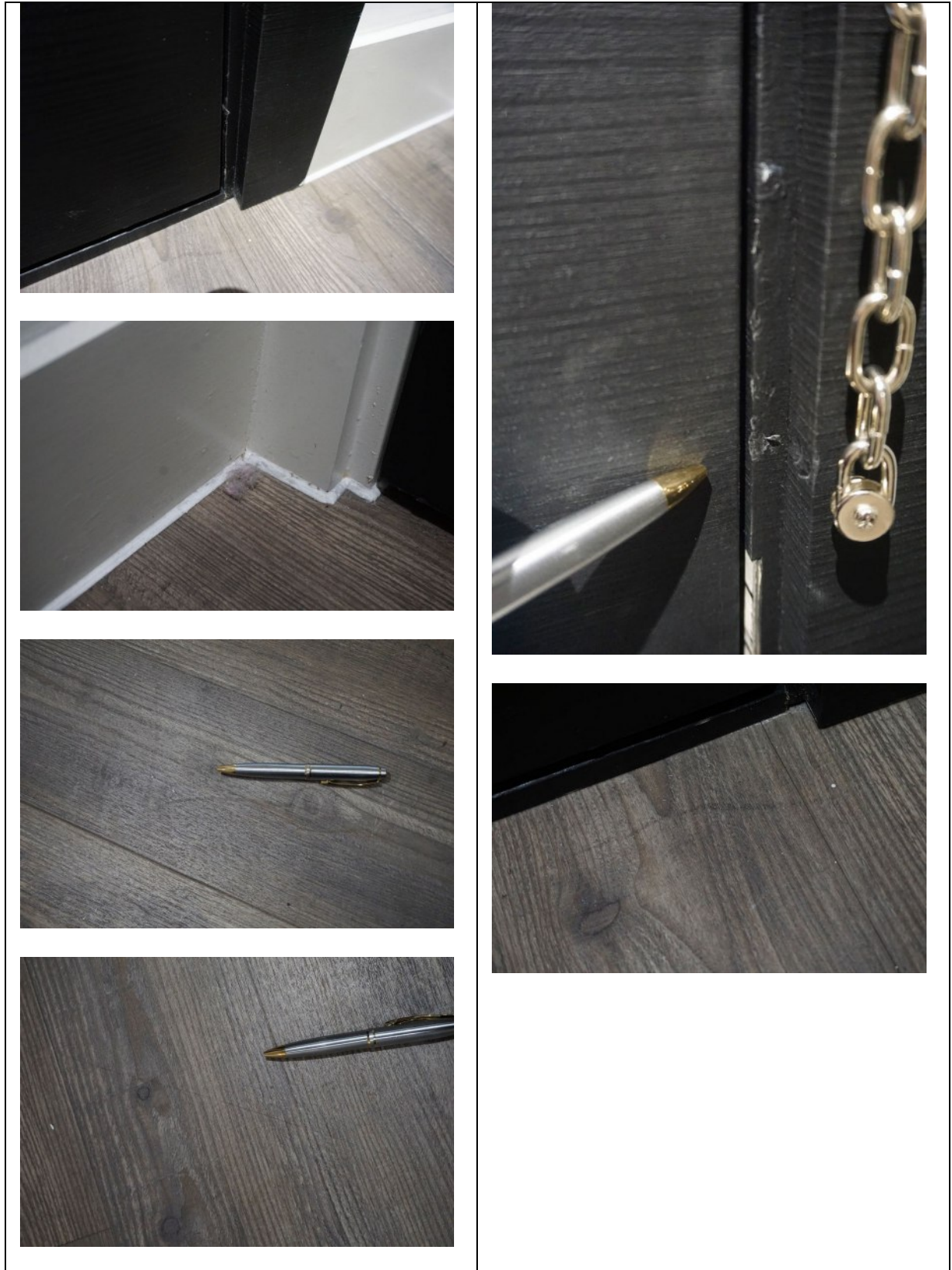


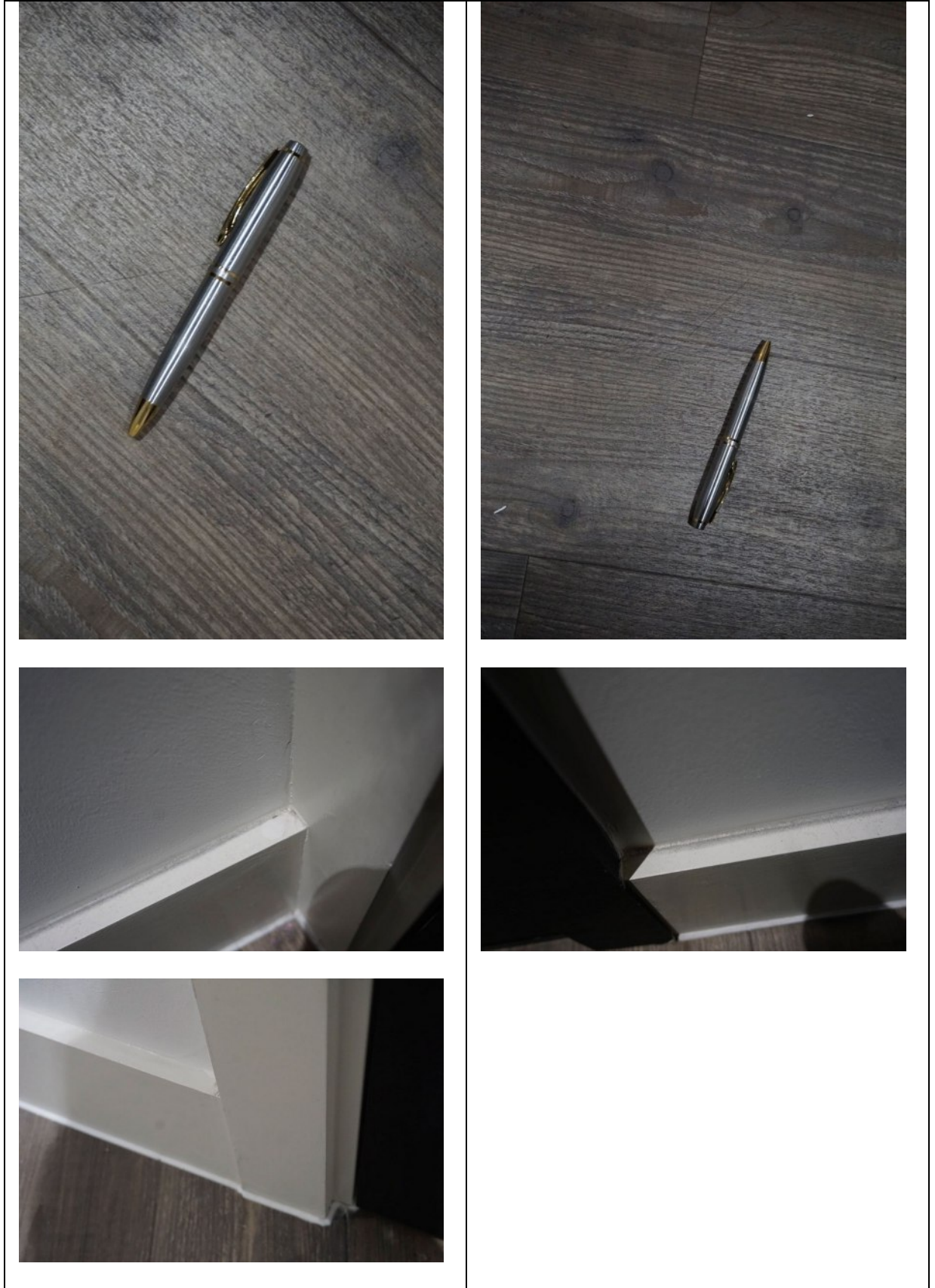


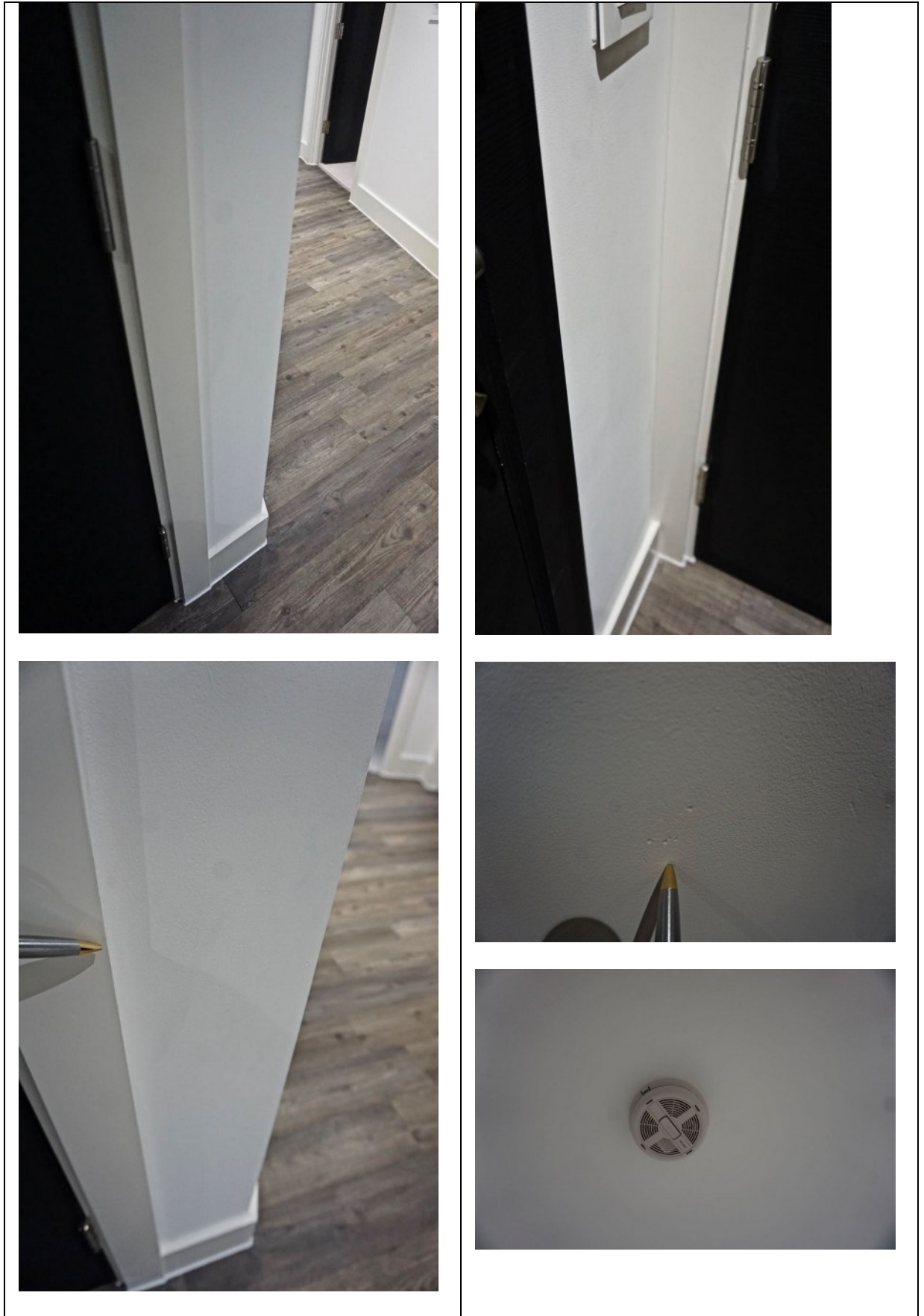


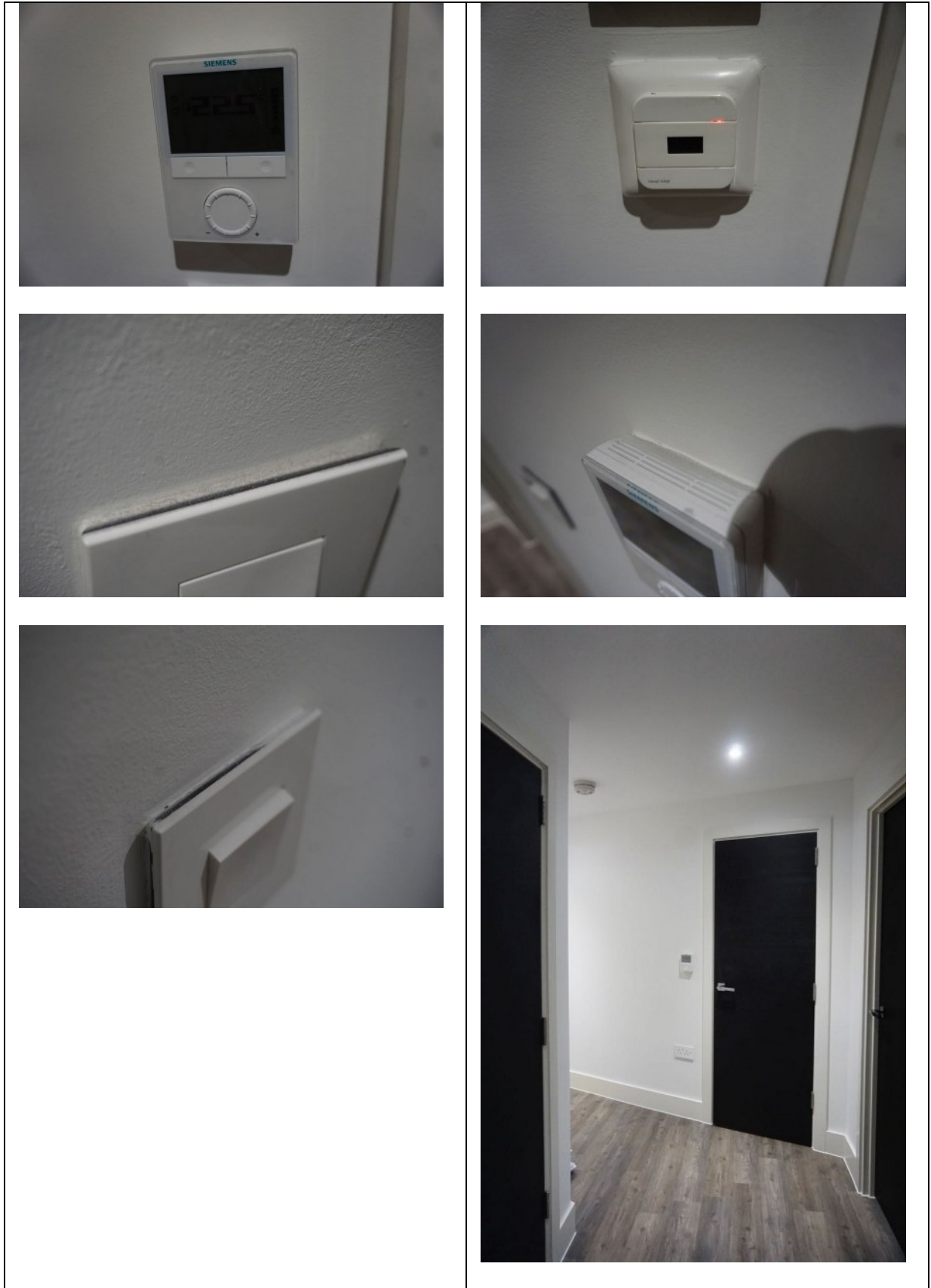


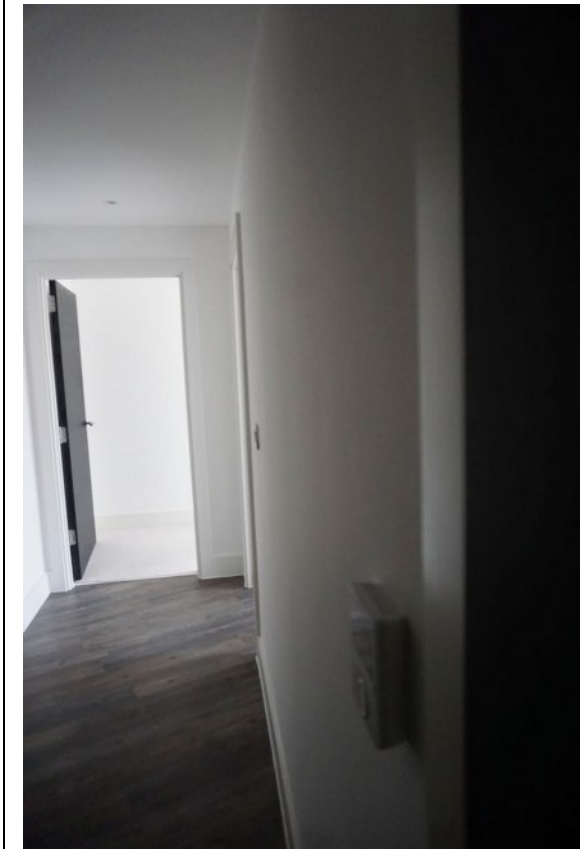
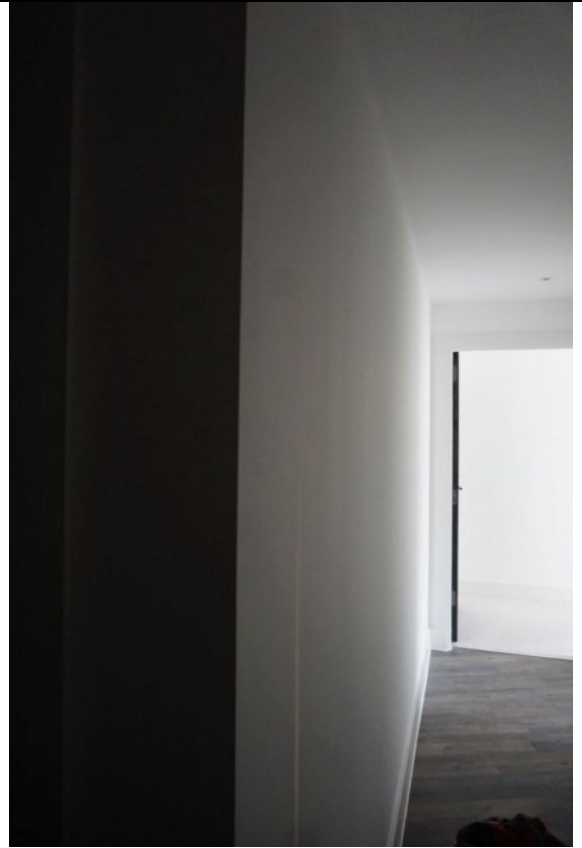
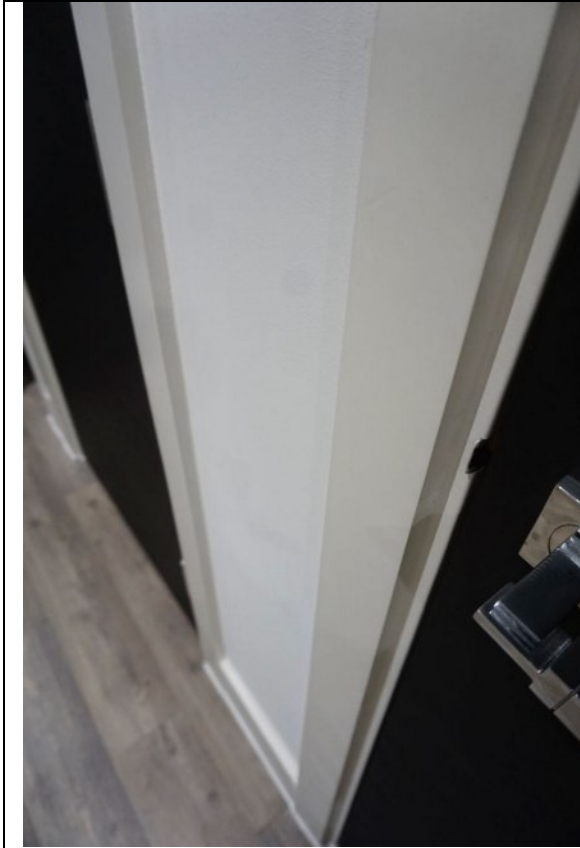




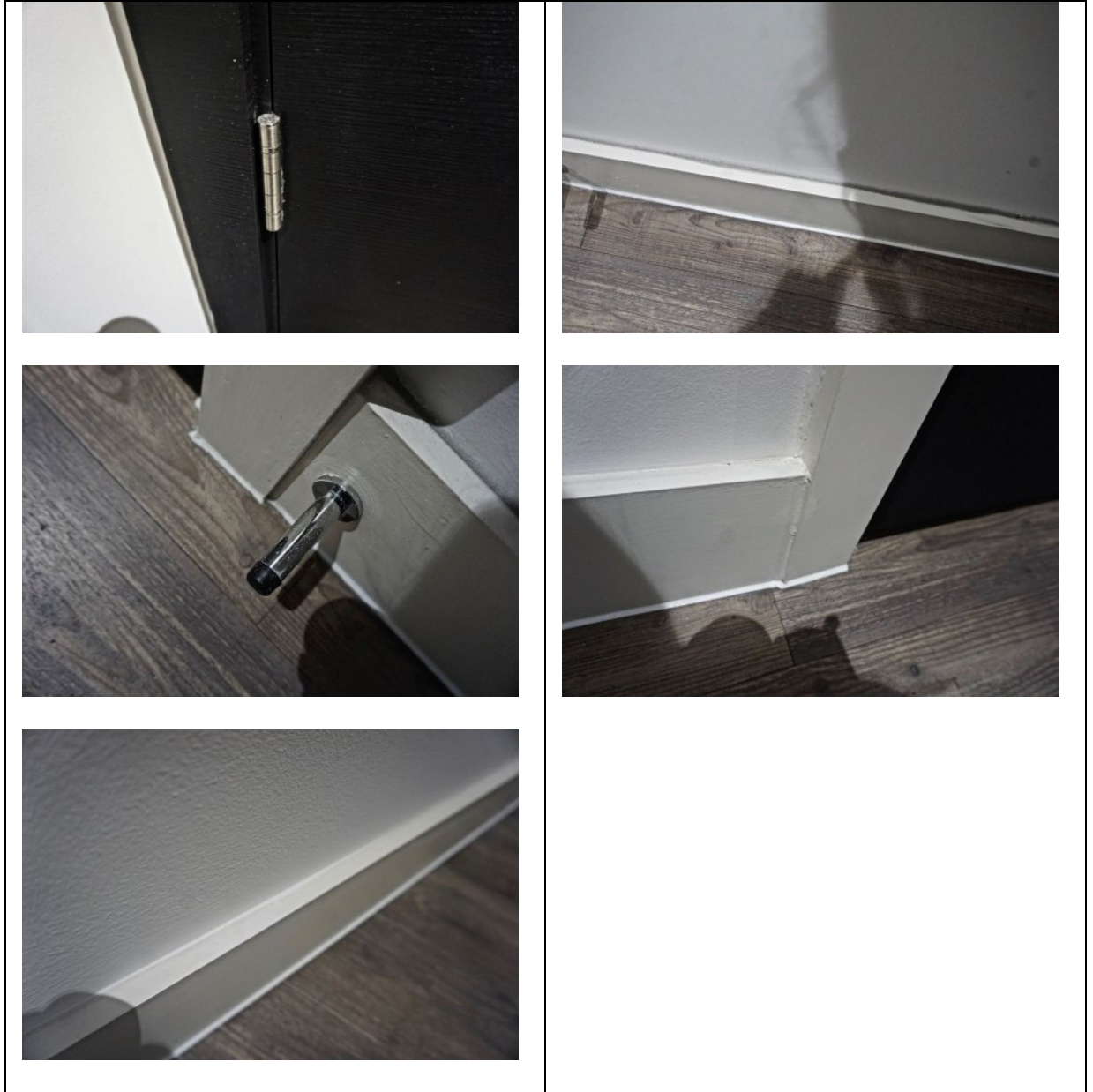














2. Hallway Storage Cupboard 1 (LH Side of Entrance)

RH = *Right Hand*

LH = *Left Hand*

TR = *Tenants responsibility*

LR = *Landlords Responsibility*

LI = *Landlords Information*

FWT = *Fair wear and tear*

If there are no comments made in the 'Differences from check in' section the item/fixture/feature is in the same condition as stated on the inventory/check in report.

Description	Differences from check in
2.1 Door	<p>External door:</p> <ul style="list-style-type: none"> - 1x rub mark to the centre of the external door – FWT - Cleaning oversights and spot marks to the base of the door – TR to clean - Paint splashes to the edges of the doors - TR <p>External frame:</p> <ul style="list-style-type: none"> - Dusty – TR to clean <p>Internal door:</p> <ul style="list-style-type: none"> - Dusty with cleaning oversights – TR to clean - Cleaning wipe marks scattered throughout – TR
2.2 Floor	<ul style="list-style-type: none"> - Additional usage – FWT - Cleaning oversights throughout – TR to clean
2.3 Skirts/woodwork	<ul style="list-style-type: none"> - Dusty – TR to clean
2.4 Walls	<ul style="list-style-type: none"> - Some additional usage – FWT - Few light rub marks around the edges of the pipework – FWT
2.5 Cornicing	N/A

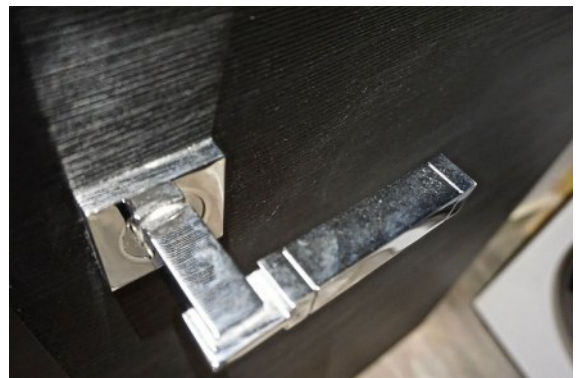
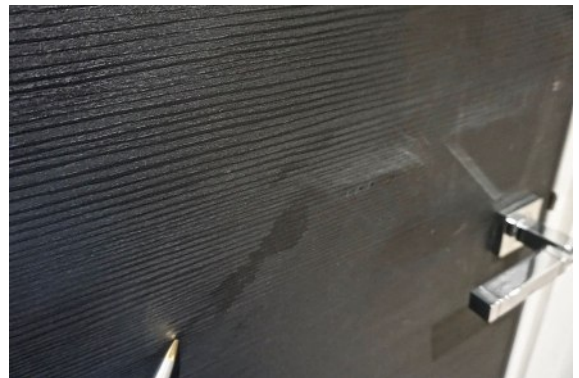




2.6 Ceiling	- Some additional usage – FWT
2.7 Fixtures/Fittings	<p>Lights:</p> <ul style="list-style-type: none">- Not working as consistent with check-in- Fixtures and fittings dusty, in need of a clean – TR to clean <p>Fitted shelf:</p> <ul style="list-style-type: none">- Stains scattered around the water cylinder and notably 2x green stains to the centre near the water cylinder – TR- In need of a clean – TR to clean <p>Washing machine:</p> <ul style="list-style-type: none">- Tested for power and working- In need of a clean – TR to clean- Discolouration inside the detergent tray, possibly this will come out with clean – TR- Items found inside the washing machine – to be removed following the inspection - LI
2.8 Furnishings	- Appliance manuals now found in here – LI
2.9 Window	

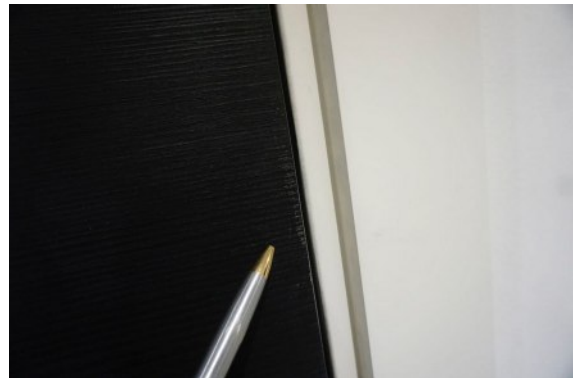


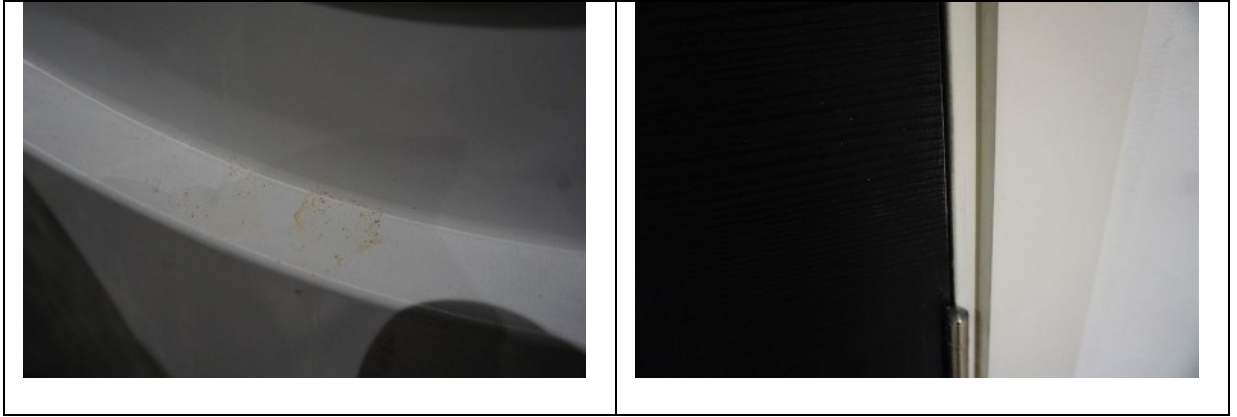
2.10 Photographs













3. Built-In Storage 2 Off the Hallway

RH = *Right Hand*

LH = *Left Hand*

TR = *Tenants responsibility*

LR = *Landlords Responsibility*

LI = *Landlords Information*

FWT = *Fair wear and tear*

If there are no comments made in the 'Differences from check in' section the item/fixture/feature is in the same condition as stated on the inventory/check in report.

Description	Differences from check in
3.1 Door	<p>External door:</p> <ul style="list-style-type: none"> - 2x 10cm white scratches beneath the handle - TR - 1cm mark to the LH side of the handle - FWT - Some cleaning oversights - TR to clean - Paint splashes to the edges of the doors - TR <p>External frame:</p> <ul style="list-style-type: none"> - Some cleaning oversights - TR to clean - 1x area with a 7cm scratch low level RH side - FWT <p>Internal door:</p> <ul style="list-style-type: none"> - Some cleaning oversights - TR to clean <p>Internal frame:</p> <ul style="list-style-type: none"> - Some cleaning oversights - TR to clean
3.2 Floor	<ul style="list-style-type: none"> - In need of a clean - TR to clean - Some additional usage - FWT
3.3 Skirts/woodwork	<ul style="list-style-type: none"> - Dusty - TR to clean - Some additional usage marks to the back wall - FWT

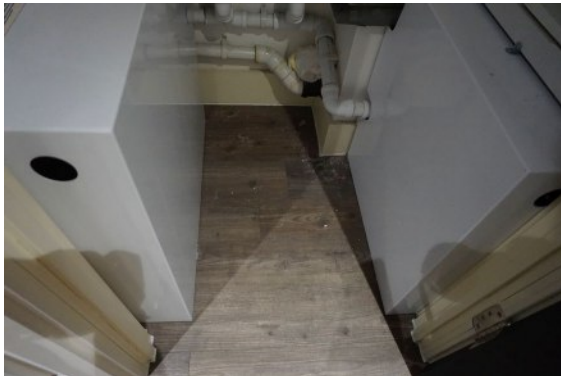




3.4 Walls	<ul style="list-style-type: none">- A couple of rub marks beneath the heating unit to the LH side – FWT- A few light marks around the edges of the pipework – FWT
3.5 Cornicing	
3.6 Ceiling	
3.7 Fixtures/Fittings	<p>Light:</p> <ul style="list-style-type: none">- Not working as consistent with check-in <p>Vent-Axia unit:</p> <ul style="list-style-type: none">- Audible, noise heard at the time of the inspection- Untested <p>All fixtures and fittings are dusty, in need of a clean – TR to clean</p> <p>Danfoss thermostat:</p> <ul style="list-style-type: none">- Tested for power and working
3.8 Furnishings	N/A
3.9 Windows	N/A



3.10 Photographs











4. Hallway Storage 3 Housing Dryer

RH = *Right Hand*

LH = *Left Hand*

TR = *Tenants responsibility*

LR = *Landlords Responsibility*

LI = *Landlords Information*

FWT = *Fair wear and tear*

If there are no comments made in the 'Differences from check in' section the item/fixture/feature is in the same condition as stated on the inventory/check in report.

Description	Differences from check in
4.1 Door	<p>External door:</p> <ul style="list-style-type: none"> - 60cm white marks to the centre of the door - TR - 3x white marks to low level to the bottom RH corner each approximately 10cm with 1x further wavy 20cm mark to the centre of the door - TR - 3x 2cm to 4cm white marks around the handle - TR - Scattered small paint spot marks - TR <p>External frame:</p> <ul style="list-style-type: none"> - Dusty - TR to clean <p>Internal door:</p> <ul style="list-style-type: none"> - A couple of faint white marks to the centre - FWT - 1x tiny mark above the handle to the LH side - FWT <p>Internal frame:</p> <ul style="list-style-type: none"> - Additional usage - FWT - Some cracking to the joinery - FWT
4.2 Floor	<ul style="list-style-type: none"> - In need of a clean - TR to clean - Some additional usage - FWT
4.3 Skirts/woodwork	<ul style="list-style-type: none"> - Some additional usage - FWT - In need of a clean - TR to clean

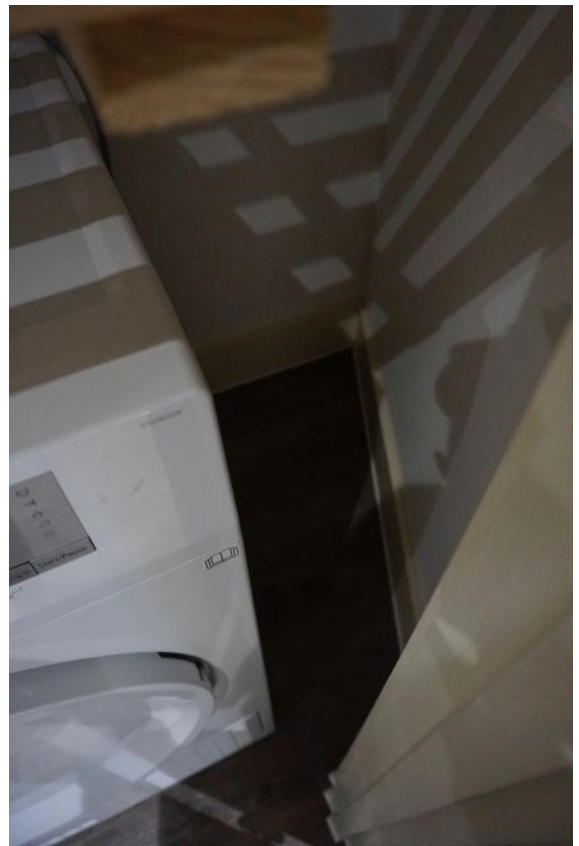
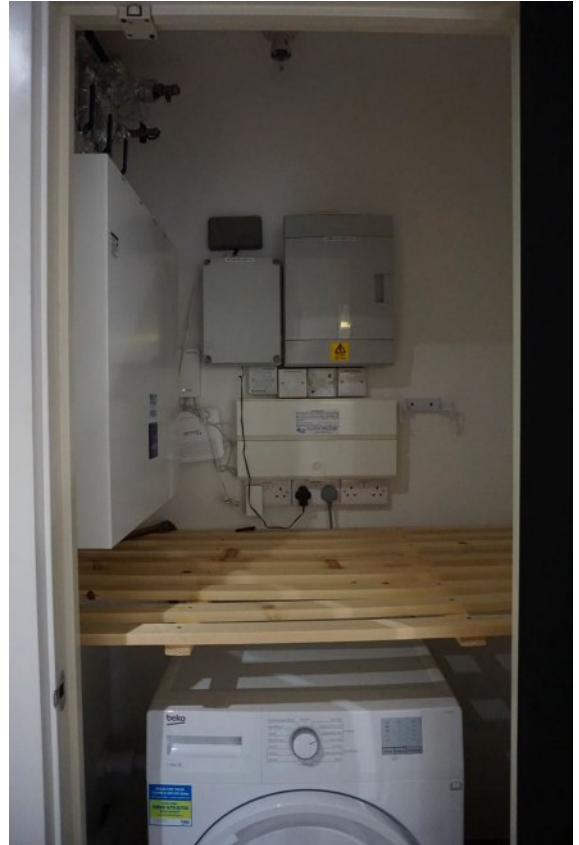




4.4 Walls	<ul style="list-style-type: none">- A couple of faint marks to the LH side of the dryer – FWT
4.5 Cornicing	
4.6 Ceiling	
4.7 Fixtures/Fittings	<p>Light:</p> <ul style="list-style-type: none">- Not working – TR- 1x internet sticker to the Meibes unit – TR to remove- The Hyperoptic router is missing along with the cabling and the casing for the central Hyperoptic router point – TR- Dryer manual now found with the appliance manuals - LI <p>Dryer:</p> <ul style="list-style-type: none">- Tested for power and working- In need of a clean – TR to clean <p>Fitted shelf:</p> <ul style="list-style-type: none">- Some additional usage – FWT <p>Fixtures and fittings:</p> <ul style="list-style-type: none">- In need of a clean – TR to clean- Dusty to the surface
4.8 Furnishings	N/A
4.9 Windows	N/A



4.10 Photographs



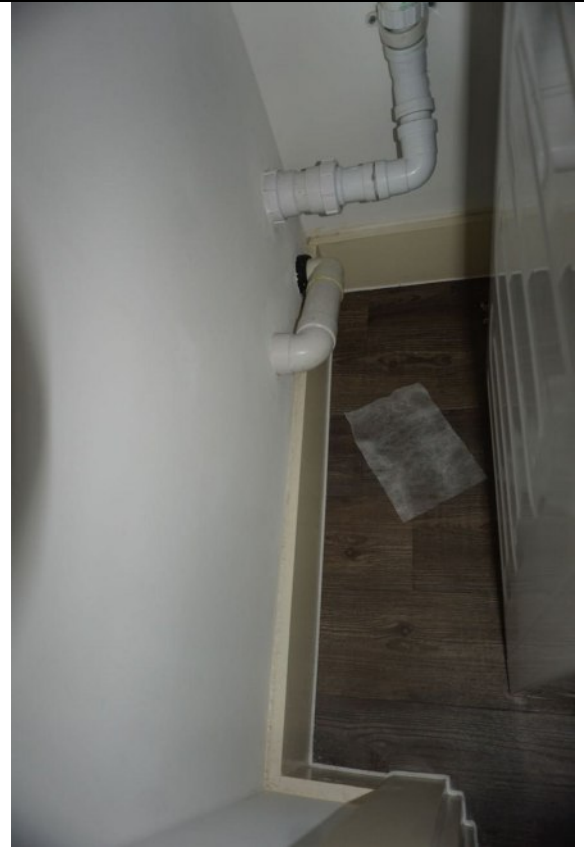
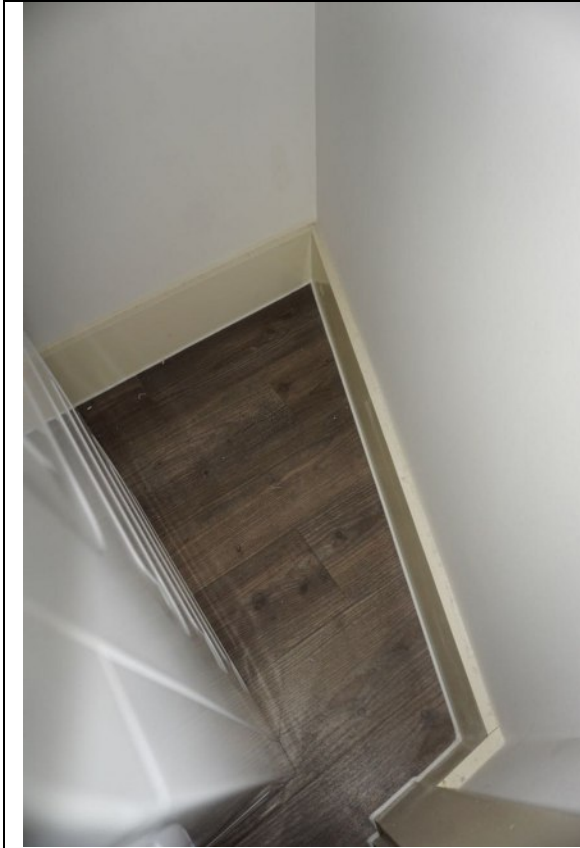
Date of inspection: SAMPLE





Date of inspection: SAMPLE











5. Hallway Storage 4

RH = *Right Hand*

LH = *Left Hand*

TR = *Tenants responsibility*

LR = *Landlords Responsibility*

LI = *Landlords Information*




FWT = *Fair wear and tear*

If there are no comments made in the 'Differences from check in' section the item/fixture/feature is in the same condition as stated on the inventory/check in report.

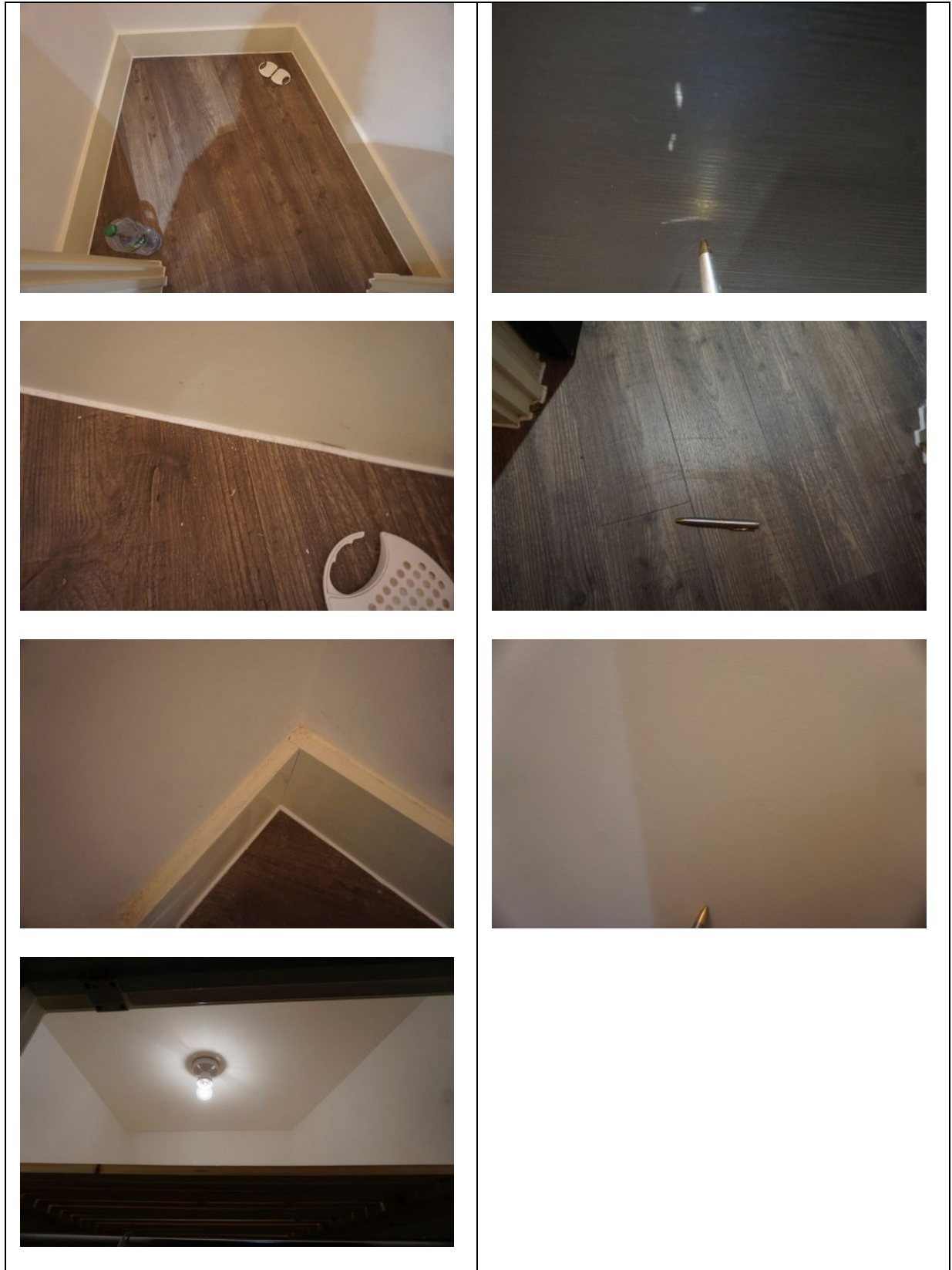
Description	Differences from check in
5.1 Door	<p>External door:</p> <ul style="list-style-type: none"> - 1x 3cm scratch above the handle - TR - Further 20cm white mark to the centre of the door - TR - Paint spots to the top of the handle - TR <p>External frame:</p> <ul style="list-style-type: none"> - Dusty - TR to clean <p>Internal door:</p> <ul style="list-style-type: none"> - Cleaning oversights - TR to clean - 3x white marks to the centre - FWT <p>Internal frame:</p> <ul style="list-style-type: none"> - Dusty - TR to clean
5.2 Floor	<ul style="list-style-type: none"> - Some additional usage - FWT - Dusty with debris - TR to clean - 1x area of semi-circular drag marks forward of the entrance - TR
5.3 Skirts/woodwork	<ul style="list-style-type: none"> - Dusty - TR to clean - Some additional usage - FWT

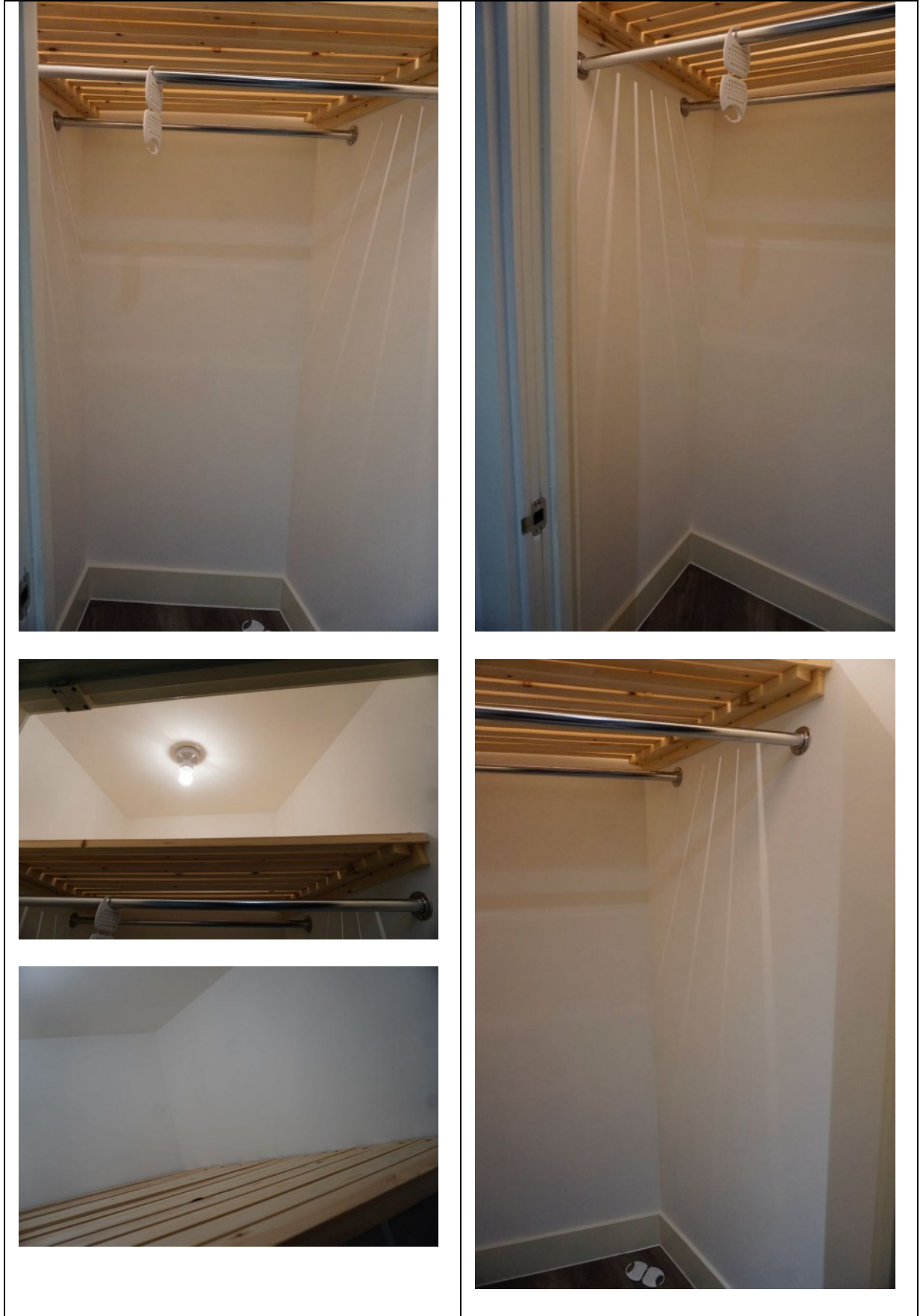




5.4 Walls	<ul style="list-style-type: none"> - Few light rub marks to the back wall approximately 4x in total between the 3cm and 4cm – FWT - 1x faint 15cm grey rub mark to the RH wall – FWT
5.5 Cornicing	N/A
5.6 Ceiling	<ul style="list-style-type: none"> - Some light cracking to the joinery – FWT
5.7 Fixtures/Fittings	<p>Light:</p> <ul style="list-style-type: none"> - Tested and working <p>High level fitted shelf:</p> <ul style="list-style-type: none"> - Dusty – TR to clean - Additional personal items found inside / bits of debris – TR to remove
5.8 Furnishings	
5.9 Windows	
5.10 Photographs	  







Date of inspection: SAMPLE





6. Bedroom 1 (LH Side)

RH = *Right Hand*
LH = *Left Hand*

TR = *Tenants responsibility*
LR = *Landlords Responsibility*
LI = *Landlords Information*
FWT = *Fair wear and tear*

If there are no comments made in the 'Differences from check in' section the item/fixture/feature is in the same condition as stated on the inventory/check in report.

Description	Differences from check in
6.1 Door	<p>External door:</p> <ul style="list-style-type: none"> - Dusty, cleaning oversights – TR to clean - Faint 3cm rub mark to the centre of the door – FWT - Non-continuous 30cm mark to the base of the door LH corner – TR <p>External frame:</p> <ul style="list-style-type: none"> - Dusty – TR to clean - 2x white paint marks to LH side - TR - Some cracking to the joinery – FWT <p>Internal door:</p> <ul style="list-style-type: none"> - Unable to fully close, appears to be a maintenance issue – LI - Finger marks and cleaning oversights throughout – TR to clean - Dusty to the base – FWT <p>Internal frame:</p> <ul style="list-style-type: none"> - Some cracking to the joinery – FWT - A couple of faint grey rub marks to low level – FWT - Couple of black marks to the LH side - FWT
6.2 Floor	<p>Threshold:</p> <ul style="list-style-type: none"> - Some additional usage – FWT

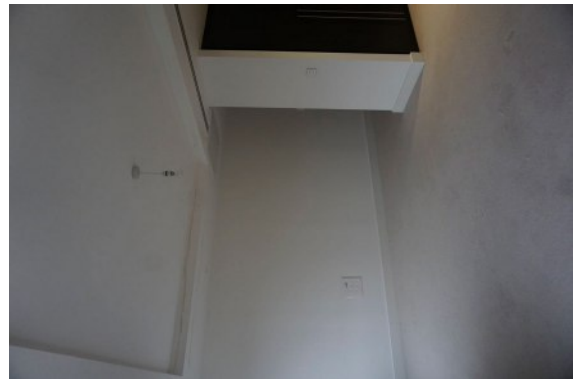


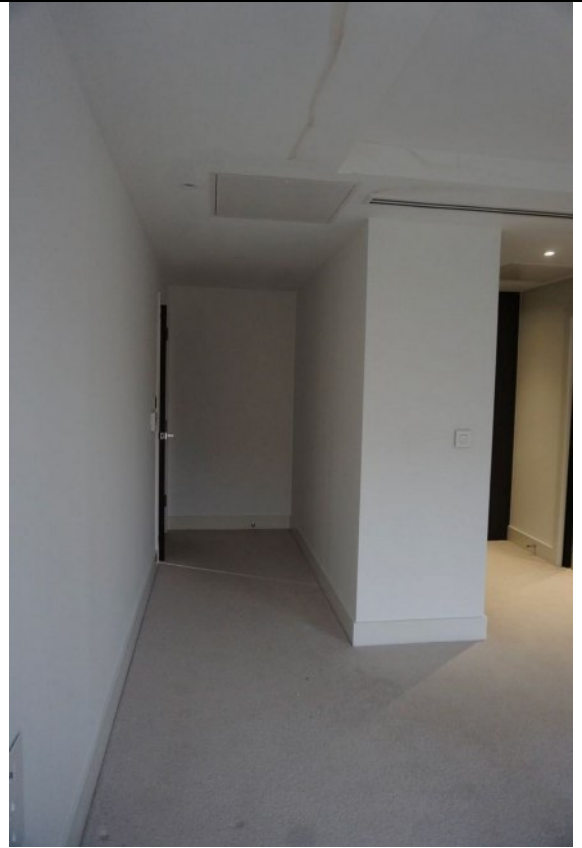
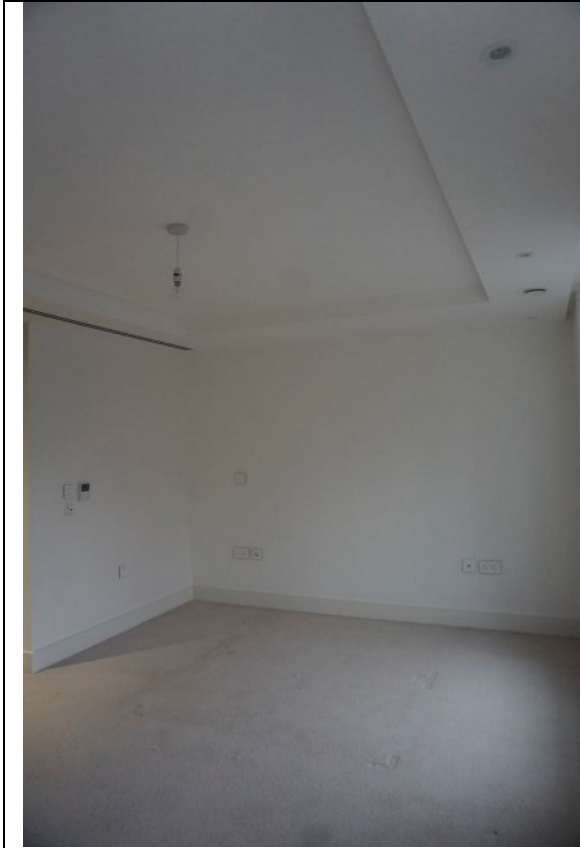
	<p>Floors:</p> <ul style="list-style-type: none"> - Carpets in need of a clean – TR to clean - Some discolouration where furniture has been placed – FWT - Approximately 5x scattered spot marks, appears they will come out with clean – TR to clean - Further faint approximately 6x grey stains – TR – appears they will come out with a clean - Furniture pressure indents – FWT
6.3 Skirts/woodwork	<ul style="list-style-type: none"> - Some additional light usage – FWT - Dusty – TR to clean - 1x area of approximately 20x 0.5cm brown spot stains – TR. May come out with a clean. - Some cracking to the joinery – FWT - 2x grey marks to the LH side of the LH window in the corner – FWT - Paint splashes to the edges – FWT based on condition at check in
6.4 Walls	<ul style="list-style-type: none"> - Some dust and cobwebs – TR to clean - Some cracking to the joinery along the ceiling joins – FWT - Patchy paint to the walls where the paint has not dried evenly – TR
6.5 Cornicing	
6.6 Ceiling	<ul style="list-style-type: none"> - Patchy moisture marks and flaking to the paintwork to the RH side of the room between the window and the entrance, please see photographs – FWT if an issue has been reported, TR if not - Shading around the edges of the vent – TR
6.7 Fixtures/Fittings	<p>Lights:</p> <ul style="list-style-type: none"> - Do not appear to be working – FWT if this is related to the moisture issue, TR if not <p>Fixtures and fittings:</p> <ul style="list-style-type: none"> - Dusty – TR to clean - Paint splashes to the edges of the sockets – TR
6.8 Furnishings	N/A
6.9 Windows	<p>Windows:</p> <ul style="list-style-type: none"> - RH sash window tested and working



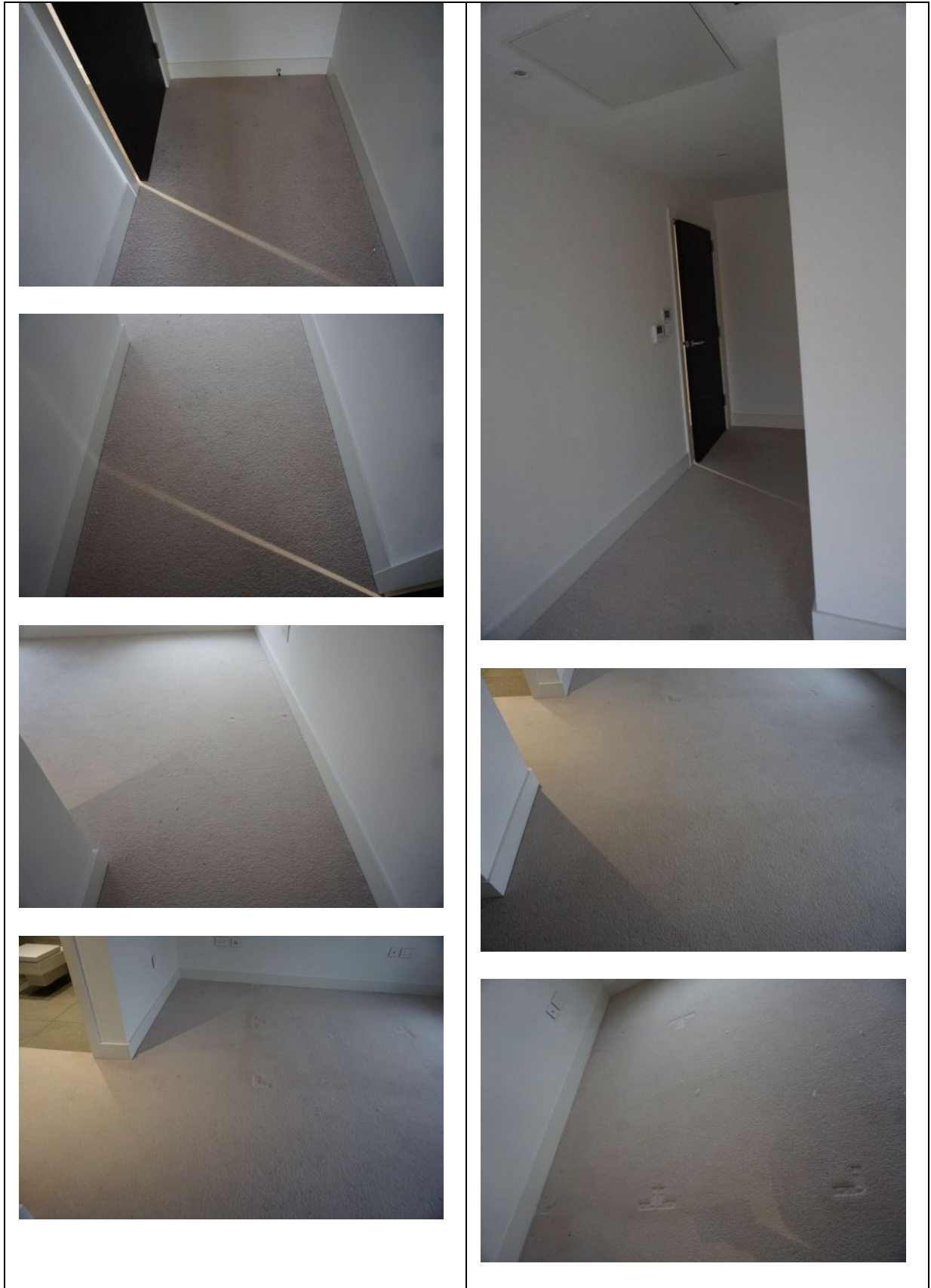
	<ul style="list-style-type: none">- LH window, unable to test, no key is seen and is currently locked – LI- Few light scratches to the external windows on both sides – FWT- Paint splashes to the edges of the edges of the glass panels and chrome fittings - TR <p>Window sill:</p> <ul style="list-style-type: none">- 3x areas of grey marks / scratches to the LH side – TR <p>Blinds:</p> <ul style="list-style-type: none">- LH blind tested and working, slight creasing to the base of the blind – FWT- Blinds have been added since the initial inspection – TR unless done with permission / by the landlord- Blinds all tested and working – LI
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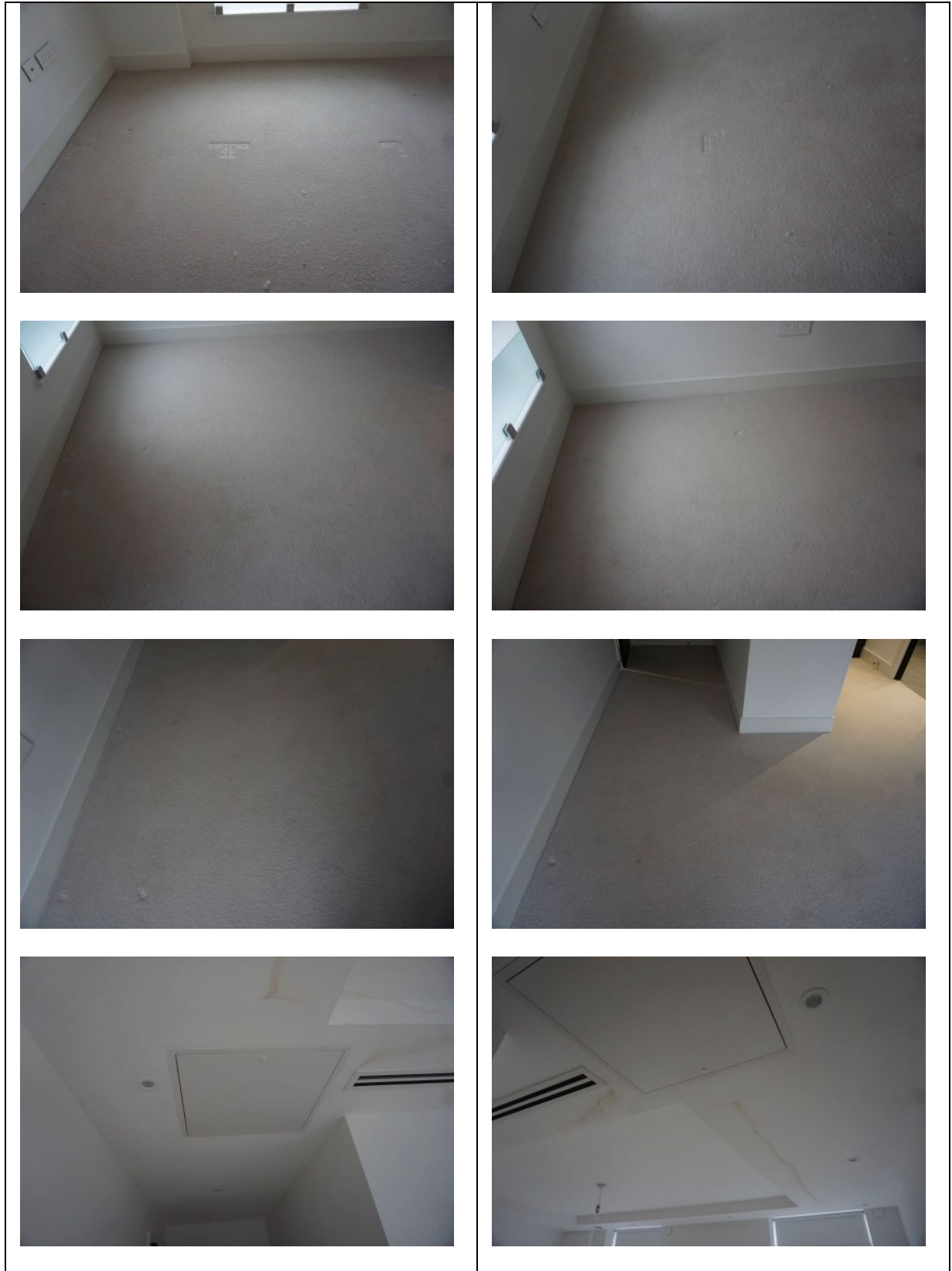
6.10 Photographs

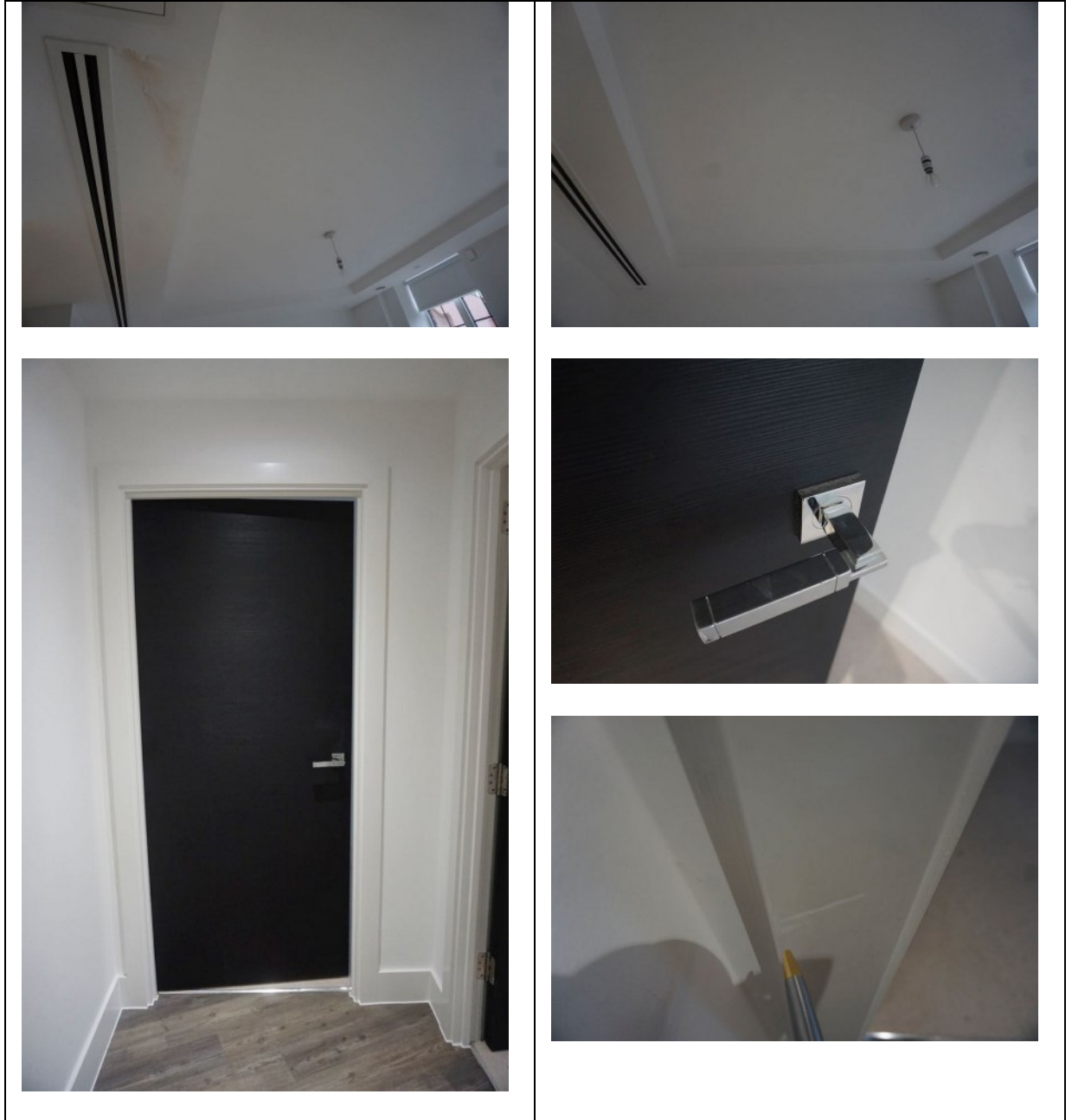








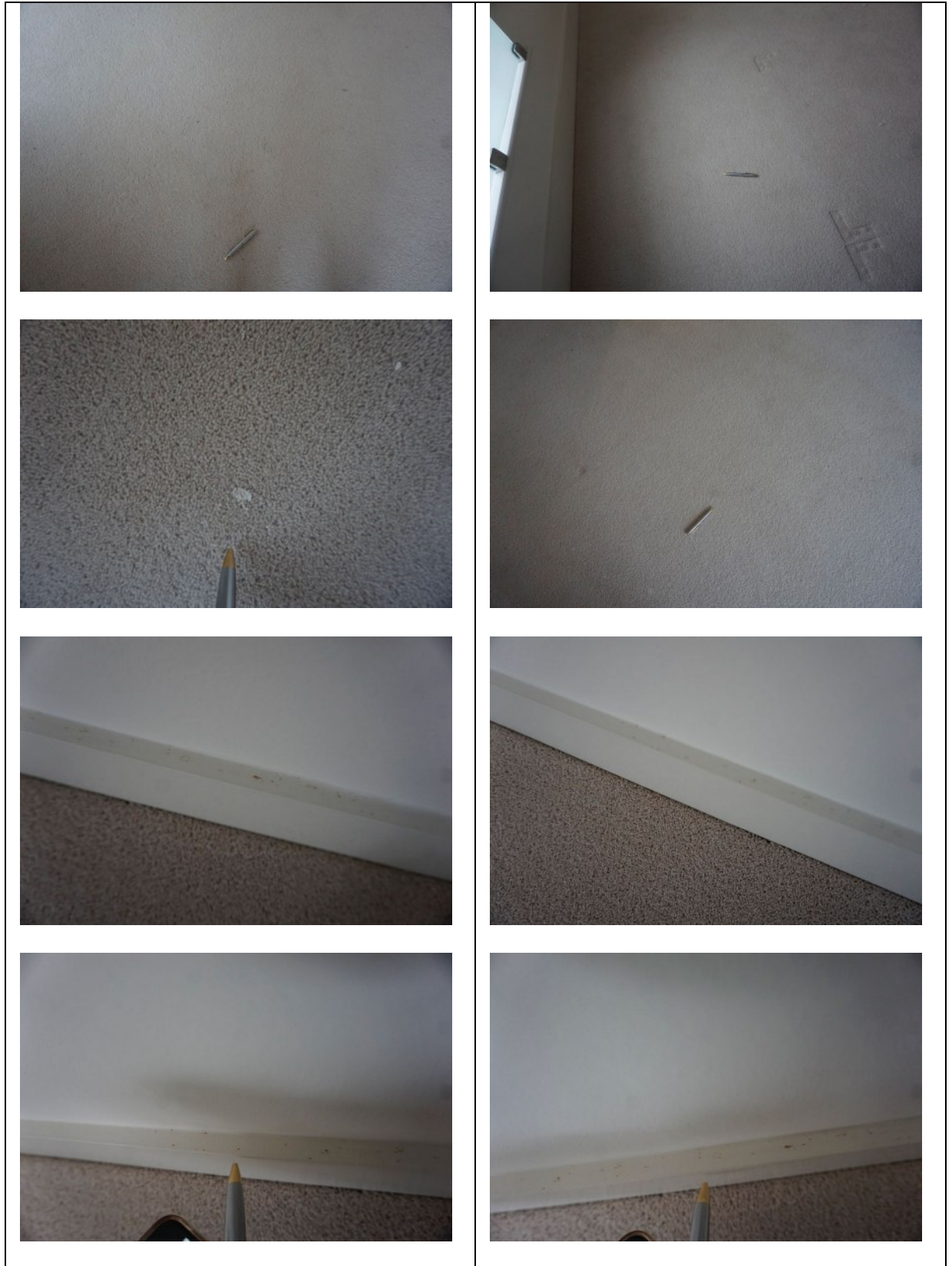


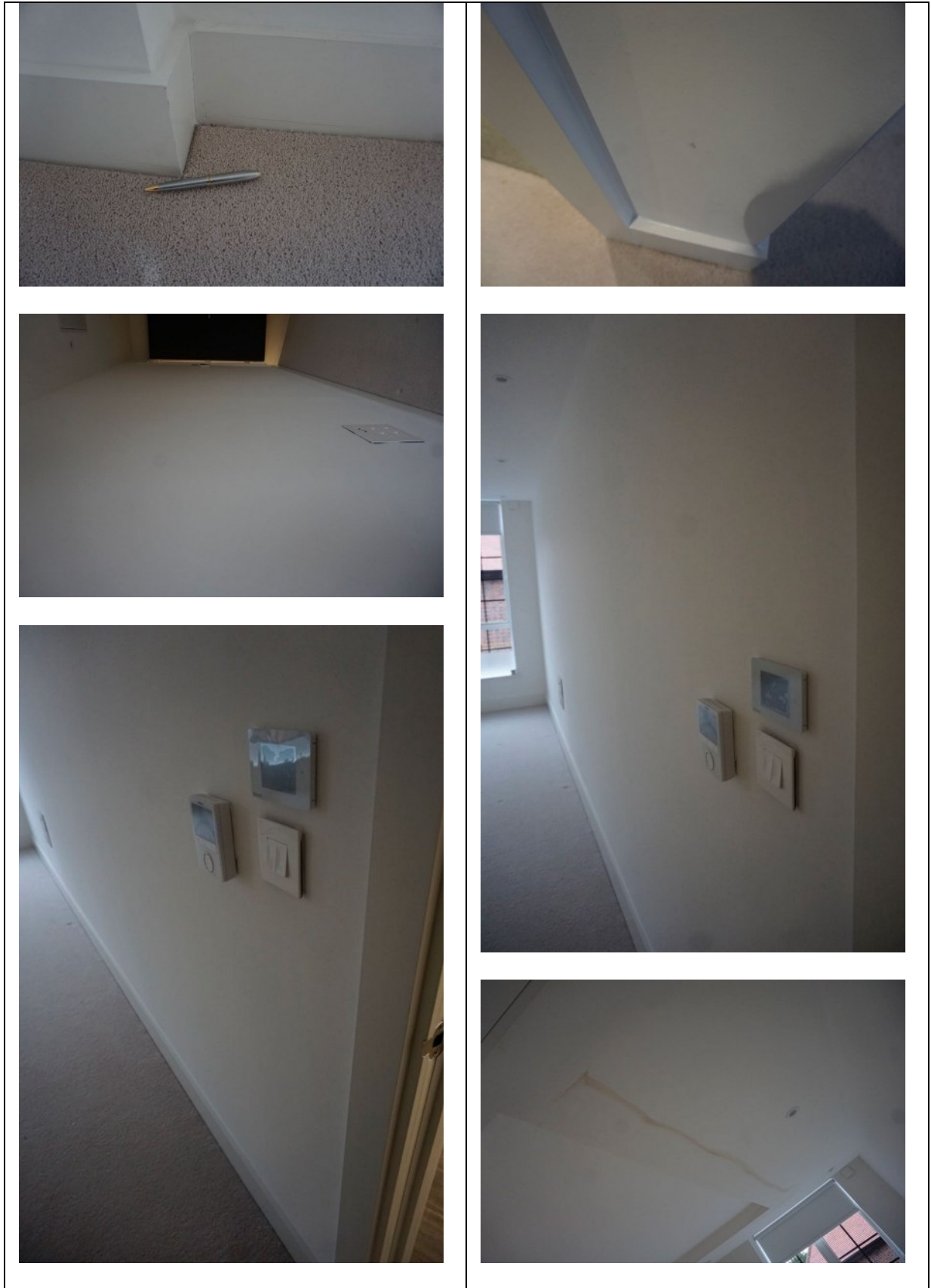


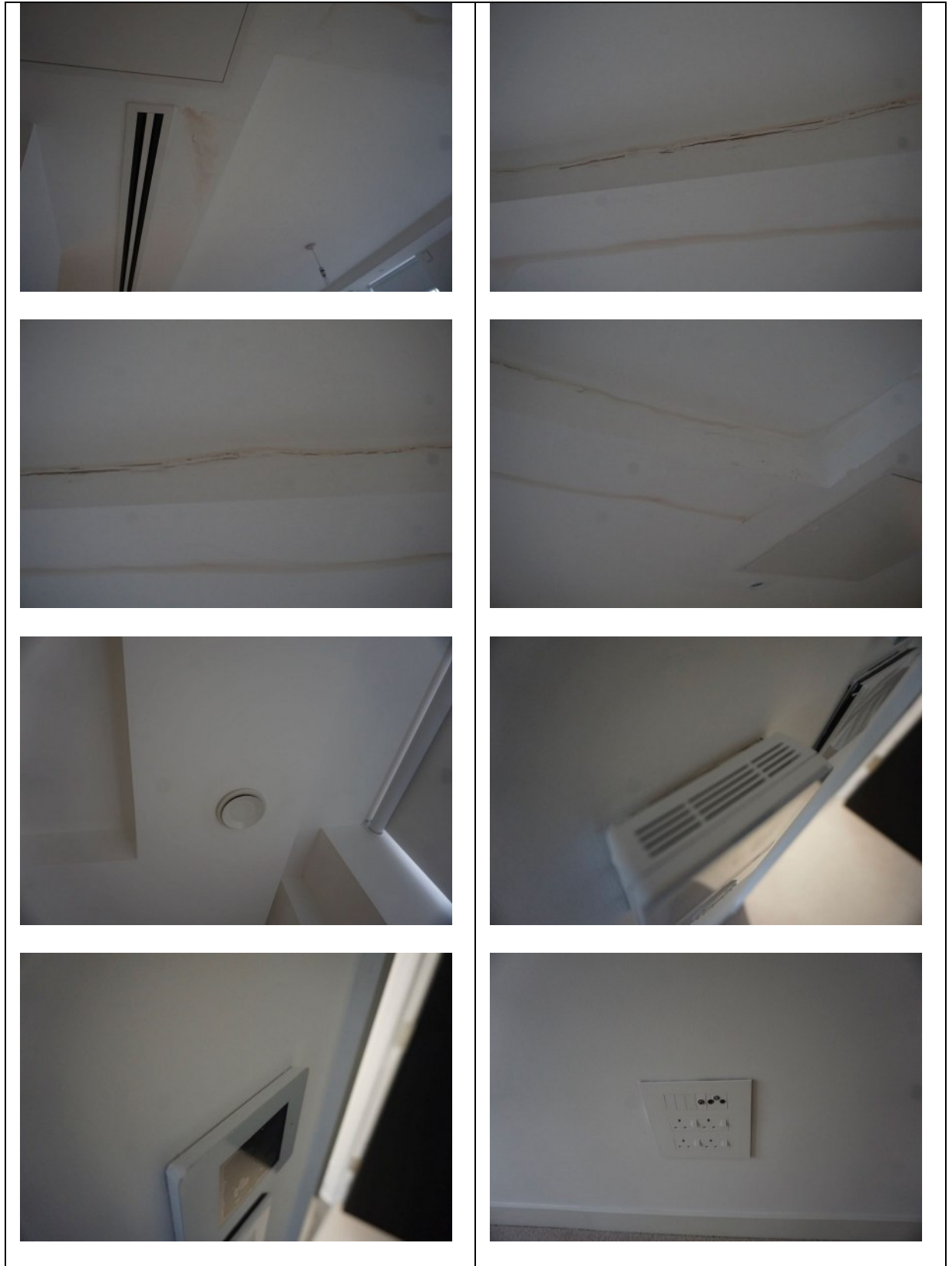


Date of inspection: SAMPLE

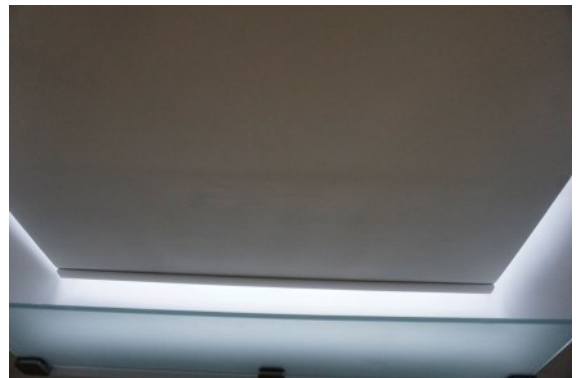
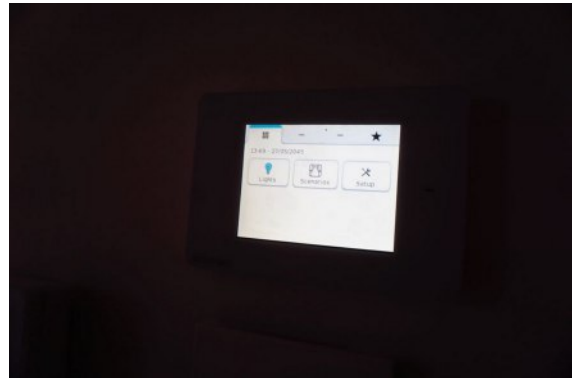
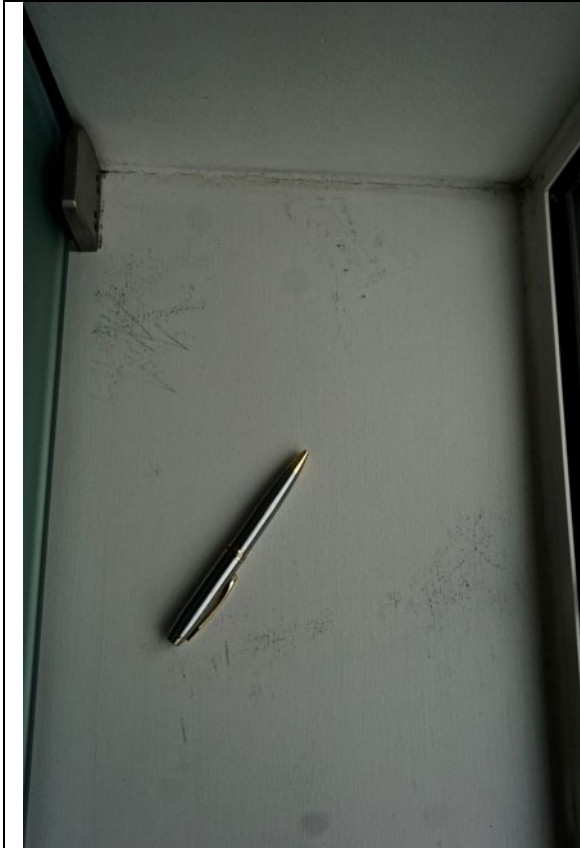




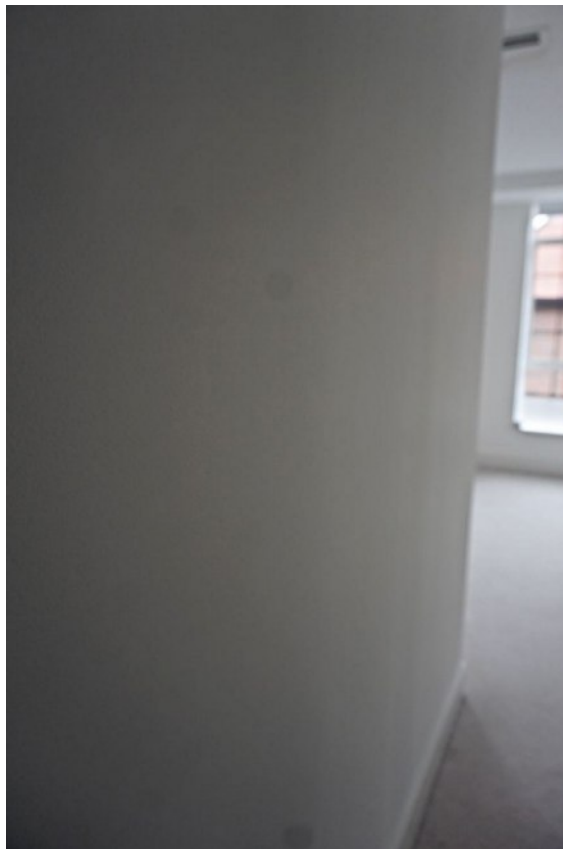
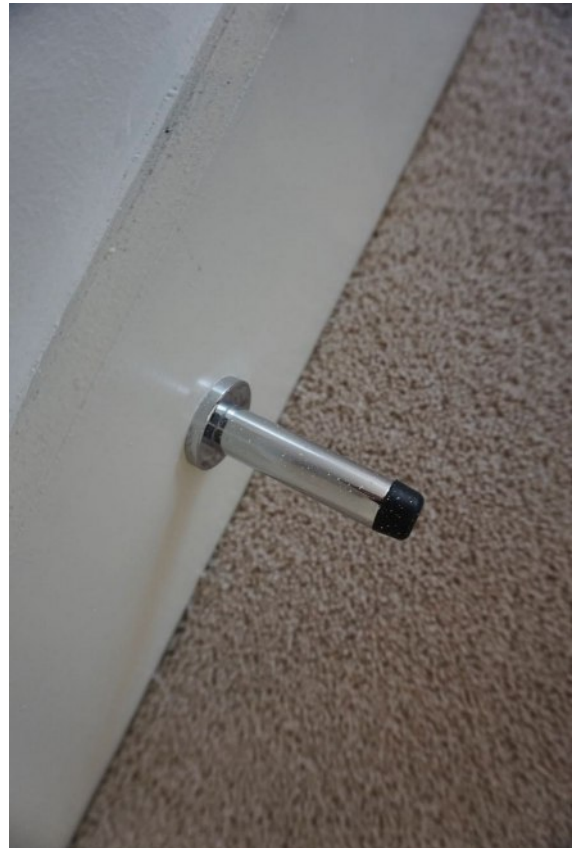
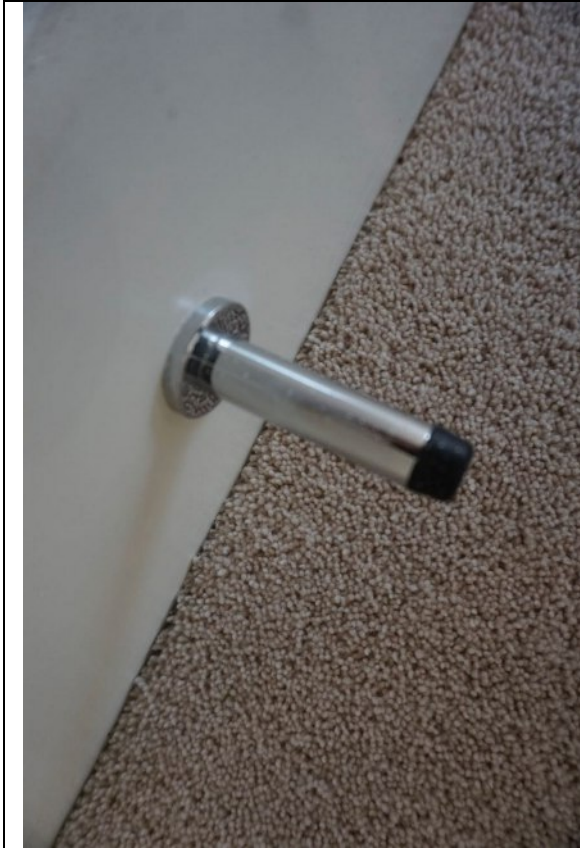


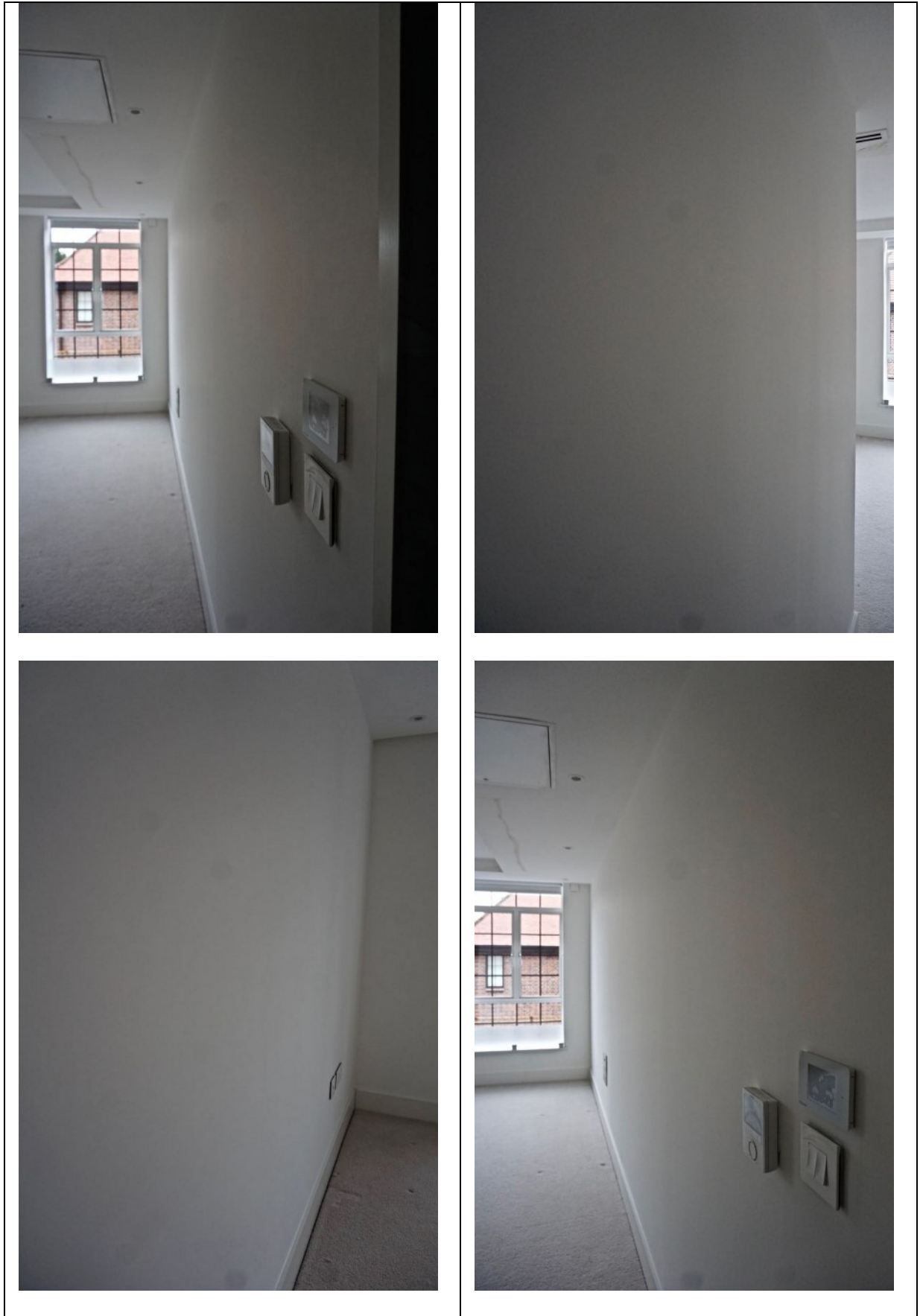




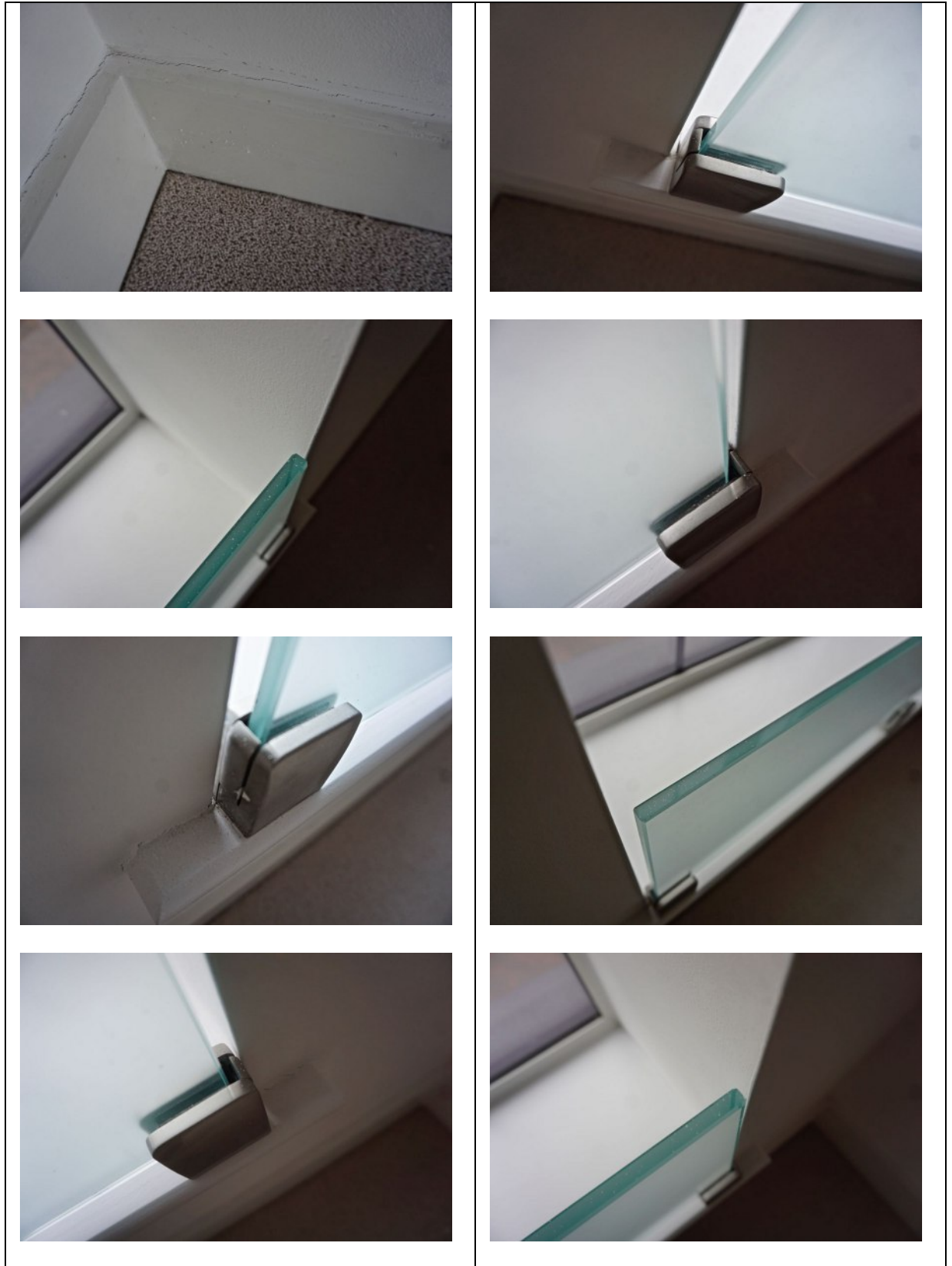


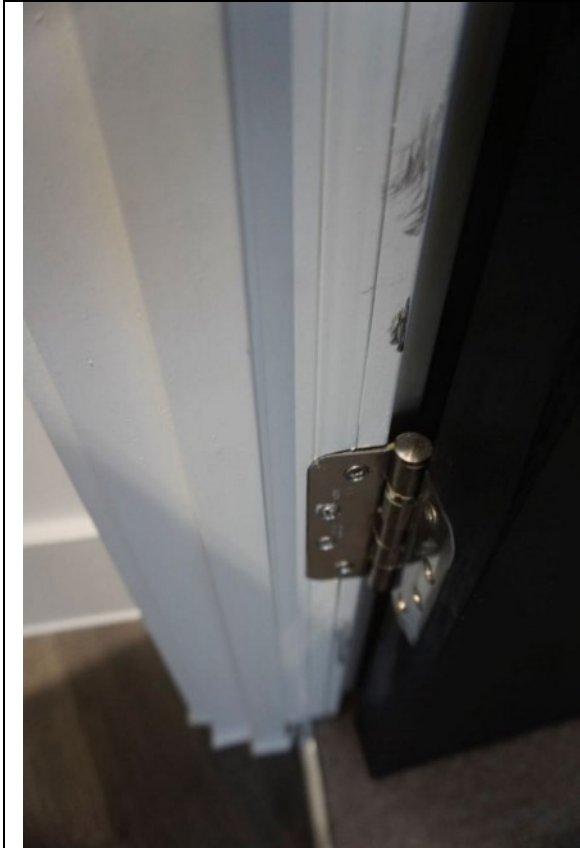














7. Bedroom 1 Walk-In Wardrobe Area

RH = *Right Hand*

LH = *Left Hand*

TR = *Tenants responsibility*

LR = *Landlords Responsibility*

LI = *Landlords Information*


FWT = *Fair wear and tear*

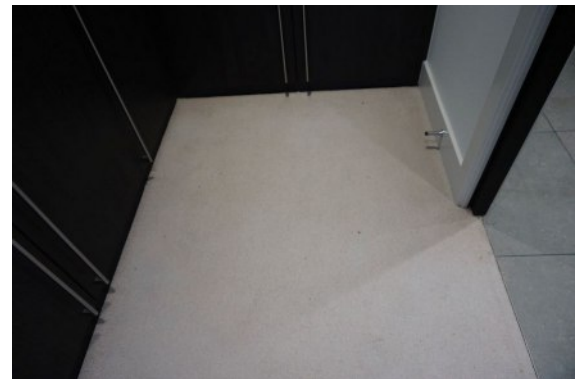
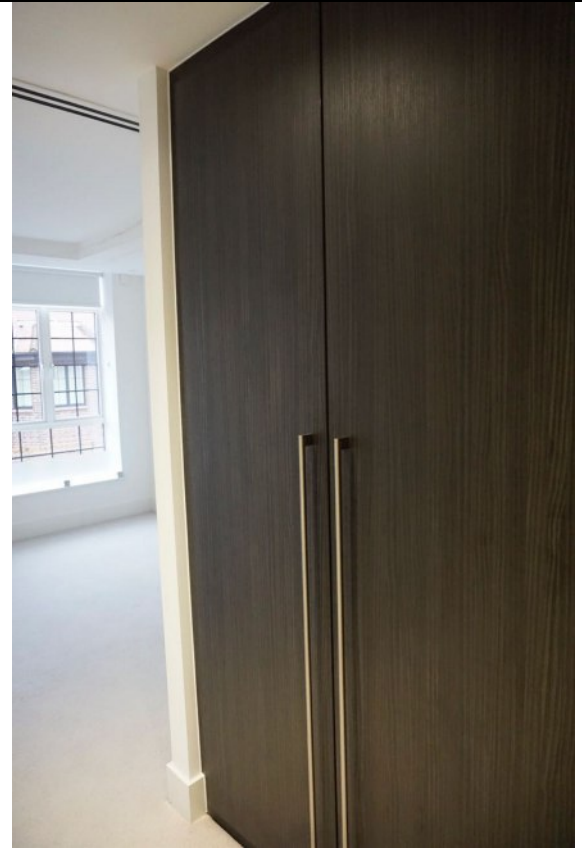
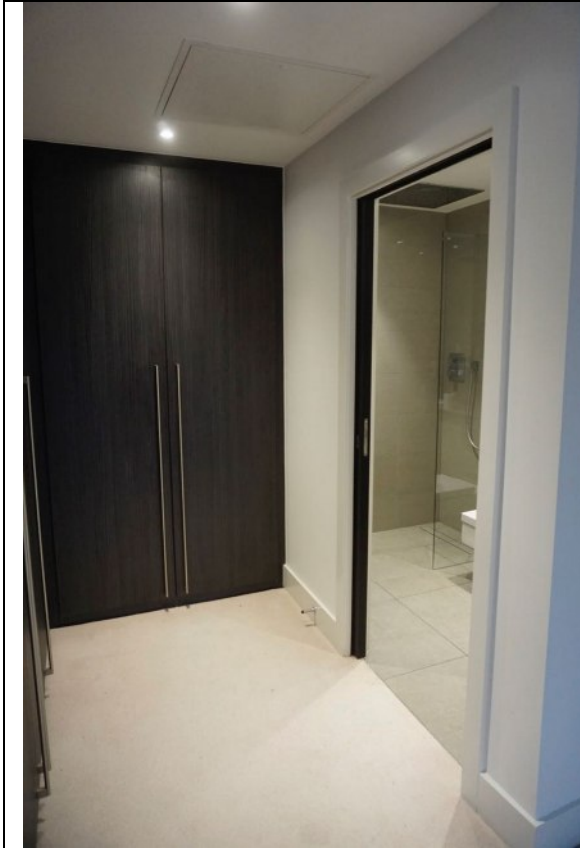
If there are no comments made in the 'Differences from check in' section the item/fixture/feature is in the same condition as stated on the inventory/check in report.

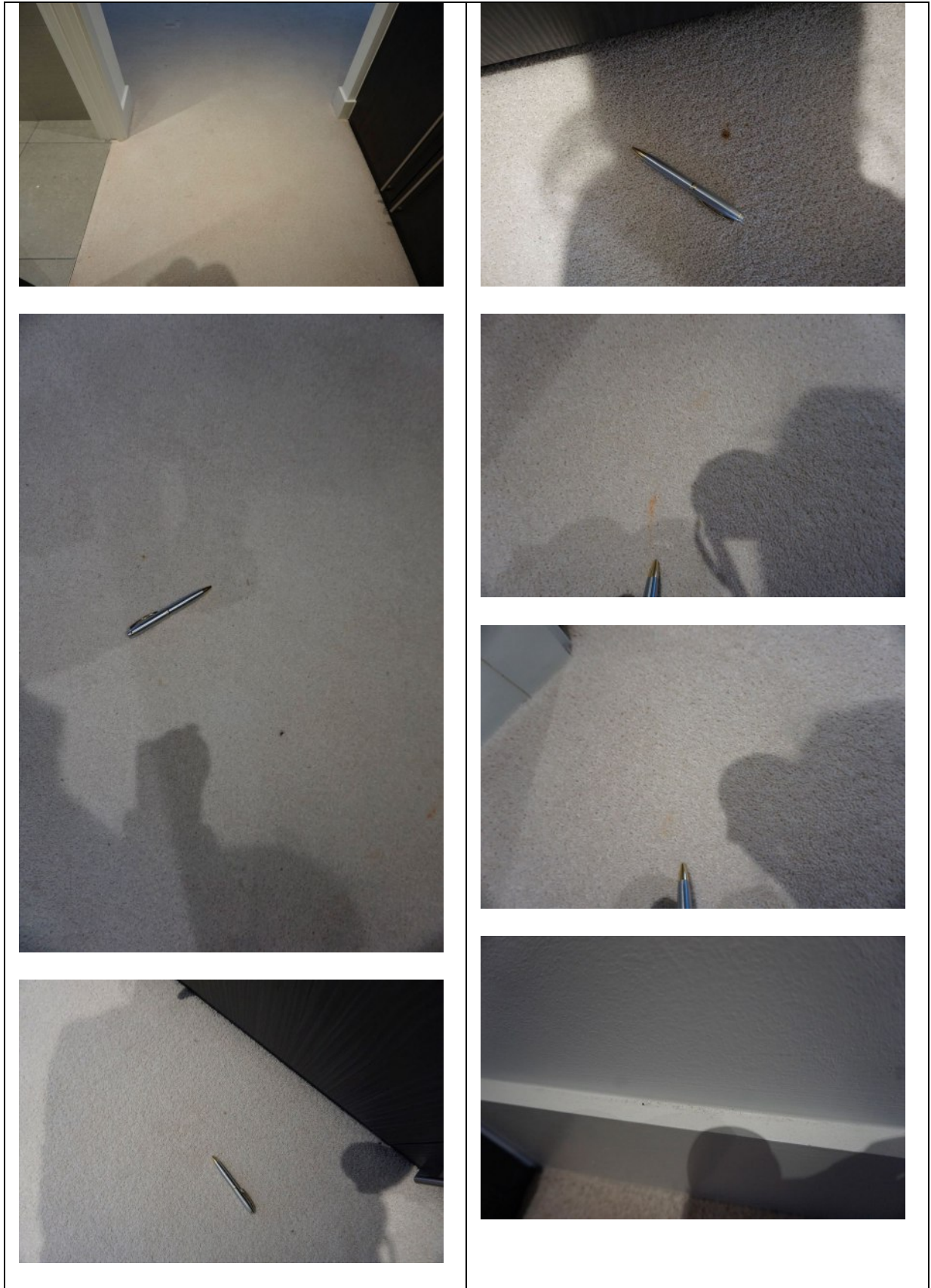
Description	Differences from check in
7.1 Door	N/A
7.2 Floor	<ul style="list-style-type: none"> - In need of clean – TR to clean - Approximately 10x brown spot stain – TR - 2x fluorescent orange stain RH side of the bathroom – TR - Debris throughout – TR to clean
7.3 Skirts/woodwork	<ul style="list-style-type: none"> - Dusty – TR to clean - Some additional usage – FWT - Some cracking to the joinery – FWT - 4x tiny 0.5cm edge chips to the leading edge LH side of the storage cupboards – FWT
7.4 Walls	<ul style="list-style-type: none"> - Some additional usage – FWT - Approximately 4x faint 1cm to 3cm rub marks mid to low level to the LH side of the en-suite – FWT
7.5 Cornicing	
7.6 Ceiling	<ul style="list-style-type: none"> - Slight discolouration around the edges above the top of the wardrobes – FWT





7.7 Fixtures/Fittings	<p>Lights:</p> <ul style="list-style-type: none"> - Tested and working <p>Access panel:</p> <ul style="list-style-type: none"> - Not inspected internally <p>Built-in wardrobes:</p> <ul style="list-style-type: none"> - Some light fingermarks and cleaning oversights - TR to clean <p>Internal storage unit 1:</p> <ul style="list-style-type: none"> - Lights tested and working - Drawers tested and working, cleaning oversights throughout - TR to clean - 1x wavy 60cm scratch to the LH door with 2x further parallel 60cm scratches at high level above - TR <p>Unit 2:</p> <ul style="list-style-type: none"> - Internal light tested and working - 1x 10cm scratch above the screw - FWT <p>Unit 3 and 4:</p> <ul style="list-style-type: none"> - Unit 3 there is a faint scratch to one of the shelves approximately 6cm - FWT - Dusty internally with cleaning oversights throughout - TR to clean - Appears to be make-up marks to the RH side door - TR to clean
7.8 Furnishings	
7.9 Windows	
7.10 Photographs 7.11	

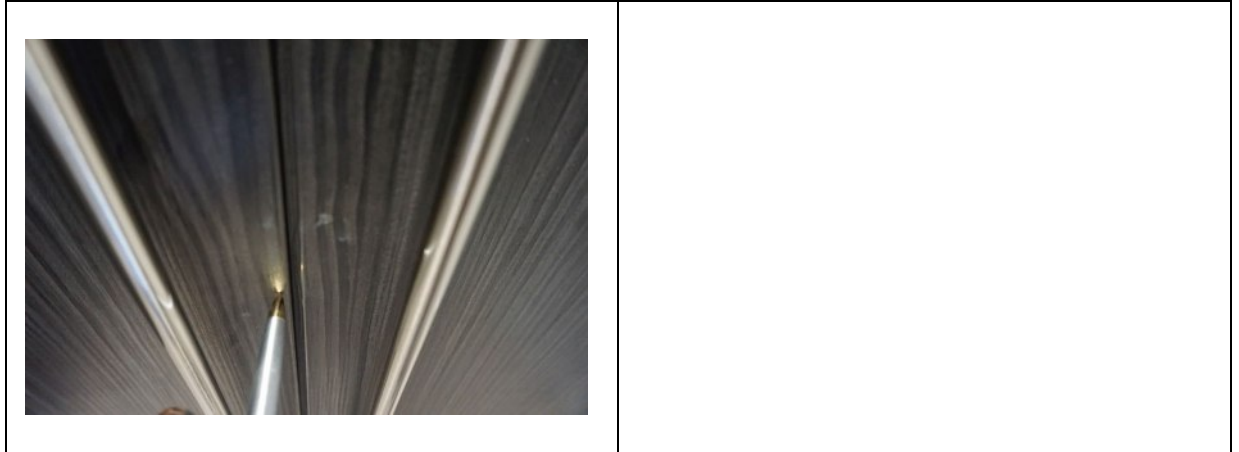














8. Bedroom 1 En-Suite

RH = *Right Hand*

LH = *Left Hand*

TR = *Tenants responsibility*

LR = *Landlords Responsibility*

LI = *Landlords Information*

FWT = *Fair wear and tear*

If there are no comments made in the 'Differences from check in' section the item/fixture/feature is in the same condition as stated on the inventory/check in report.

Description	Differences from check in
8.1 Door	<p>External door:</p> <ul style="list-style-type: none"> - Some rubbing to low level where the door makes contact when operated – FWT - Cleaning oversights / residue inside the handle – TR to clean <p>External frame:</p> <ul style="list-style-type: none"> - Dusty – TR to clean <p>Internal door:</p> <ul style="list-style-type: none"> - Thumb screw lock, tested and working - Cleaning oversights throughout – TR to clean - Vertical mark running through the length of the door, where it makes contact when operated – FWT/LI <p>Internal frame:</p> <ul style="list-style-type: none"> - Dusty – TR to clean
8.2 Floor	<p>Threshold:</p> <ul style="list-style-type: none"> - Some light scratches – FWT <p>Floor:</p> <ul style="list-style-type: none"> - 2x white residue marks forward of the entrance – TR to clean - Some discolouration to the grout – FWT





	<ul style="list-style-type: none"> - In need of a clean - Bits of debris scattered throughout – TR to clean - 1x orange stain to the RH side of the WC – TR
8.3 Skirts/woodwork	N/A
8.4 Walls	<ul style="list-style-type: none"> - Some cleaning oversights and minor drip marks to photograph – TR to clean - 1cm chip to the tile in the shower area, high level – TR
8.5 Cornicing	N/A
8.6 Ceiling	<ul style="list-style-type: none"> - Some cracking to the joinery – FWT
8.7 Fixtures/Fittings	<p>Lights:</p> <ul style="list-style-type: none"> - Tested and working <p>High level shower:</p> <ul style="list-style-type: none"> - Untested - Unable to test without getting wet - Cleaning oversights to the metalwork – TR to clean - Water in mid level showerhead tested and working <p>WC:</p> <ul style="list-style-type: none"> - Cleaning oversights throughout – TR to clean - Flush tested and working - Cleaning oversights to the flush/throughout – TR to clean <p>Splashback:</p> <ul style="list-style-type: none"> - White marks and cleaning oversights – TR to clean <p>Fitted shelves:</p> <ul style="list-style-type: none"> - Some cleaning oversights – TR to clean - Mirrored panel, cleaning oversights – TR to clean <p>Sink:</p> <ul style="list-style-type: none"> - Pop-up plug does not appear to be working, once down the clerk do not get the pop-up plug up - Water tested and working - Residue inside the sink - TR - Cleaning oversights inside the alcove storage to low level – TR to clean
8.8 Furnishings	
8.9 Windows	

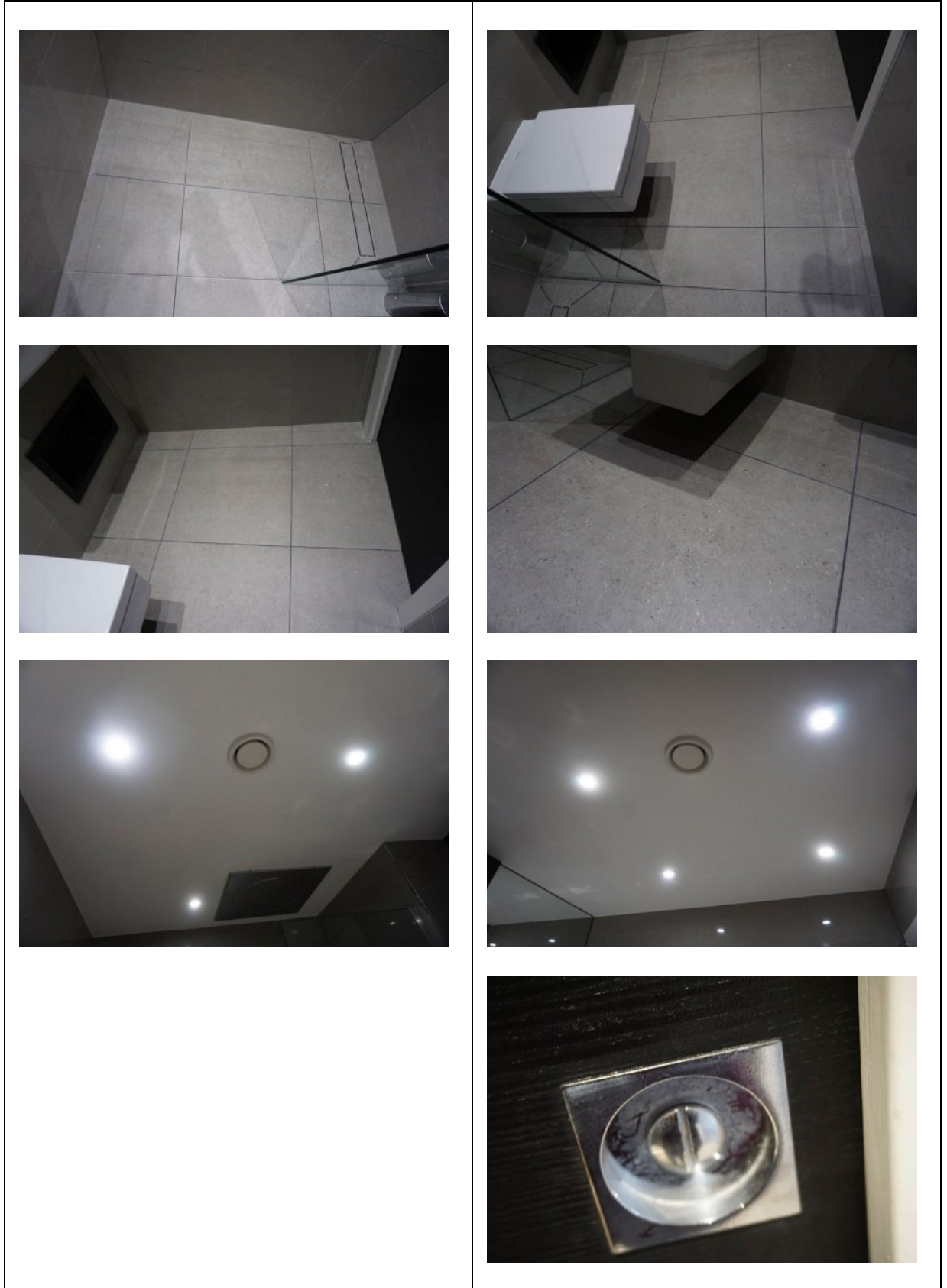


8.10 Photographs



Date of inspection: SAMPLE

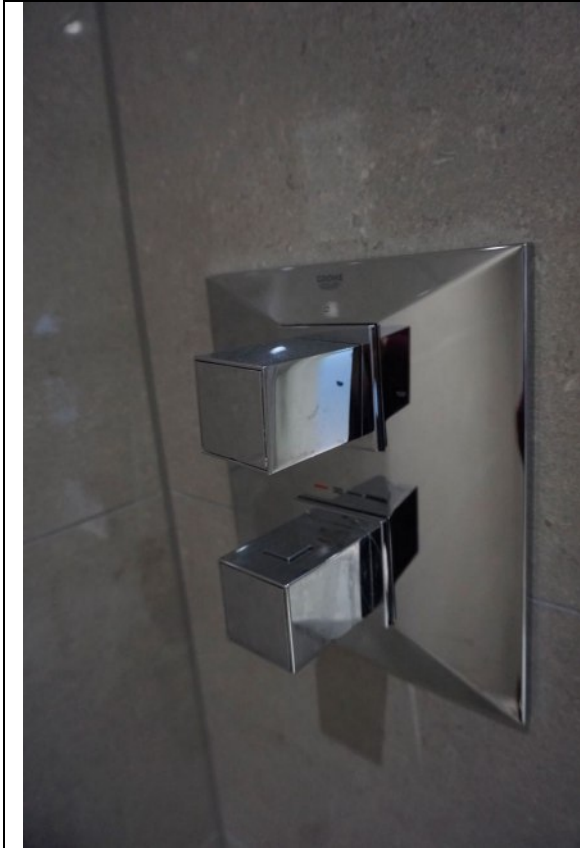






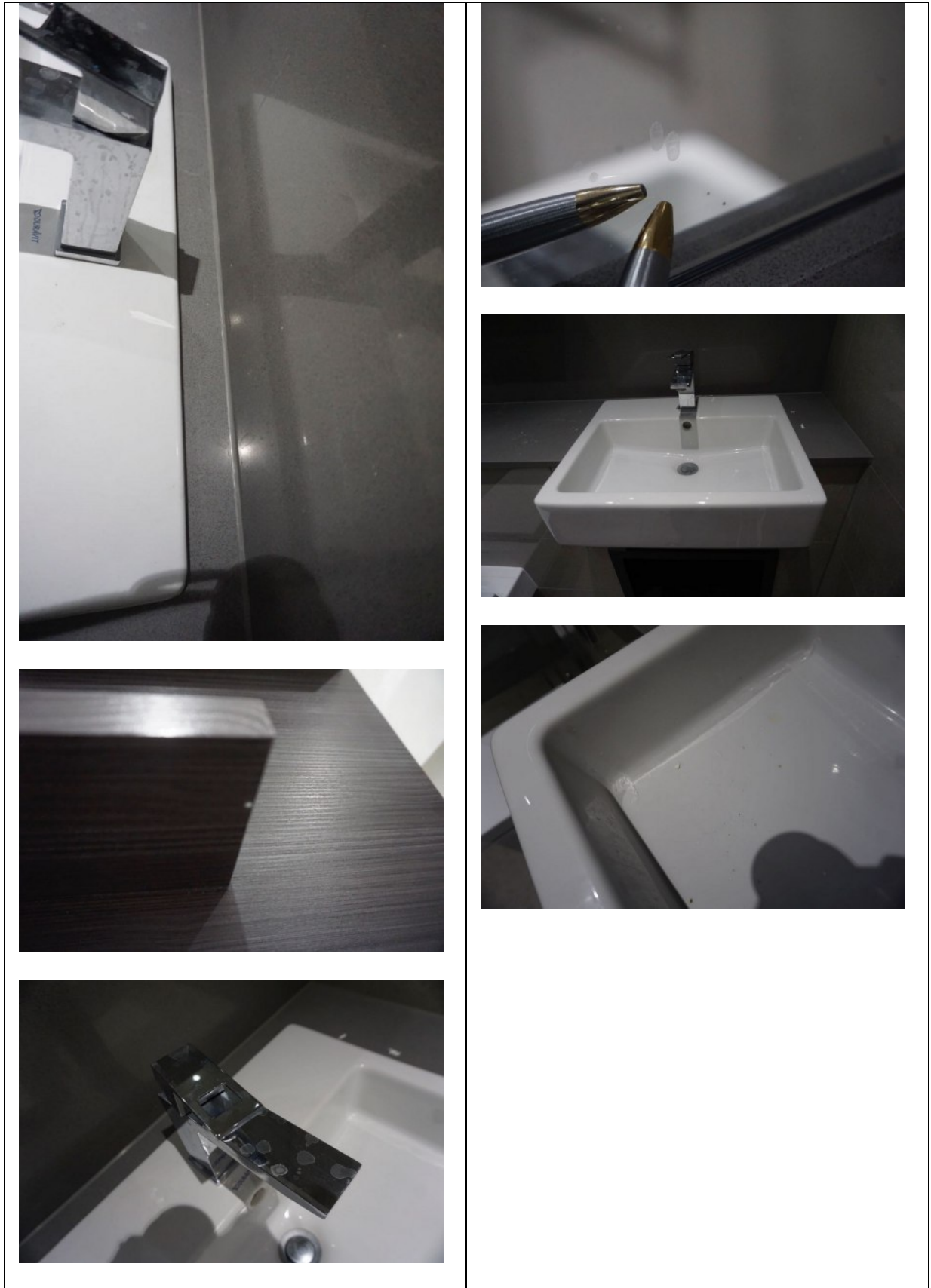


















9. Bedroom 2

RH = *Right Hand*

LH = *Left Hand*

TR = *Tenants responsibility*

LR = *Landlords Responsibility*

LI = *Landlords Information*

FWT = *Fair wear and tear*

If there are no comments made in the 'Differences from check in' section the item/fixture/feature is in the same condition as stated on the inventory/check in report.

Description	Differences from check in
9.1 Door	<p>External door:</p> <ul style="list-style-type: none"> - Some cleaning oversights – TR to clean <p>External frame:</p> <ul style="list-style-type: none"> - Dusty – TR to clean <p>Internal door:</p> <ul style="list-style-type: none"> - Cleaning oversights – TR to clean <p>Internal frame:</p> <ul style="list-style-type: none"> - Dusty – TR to clean
9.2 Floor	<p>Threshold:</p> <ul style="list-style-type: none"> - Some light scratching – FWT <p>Floors:</p> <ul style="list-style-type: none"> - Carpet is debris scattered throughout – TR to clean - Furniture pressure indents – FWT - Some light shading around the edges of the which should come out with clean – TR - 2x dark brown spot marks forward of the window – TR, what appears this will come out with deep clean - 2x further faint grey marks forward of the window – TR, appears this will come out with clean





	<ul style="list-style-type: none"> - Approximately 6x further grey marks forward of the storage cupboards – TR. It appears this will come out with deep clean
9.3 Skirts/woodwork	<ul style="list-style-type: none"> - Dusty to the surface – TR to clean - White paint mark to the top and base of the skirting board LH side on approach to the window – FWT based on condition at check in - 2x 1cm grey marks LH side of the window – FWT - Some cracking to the joinery – FWT - Faint grey rub mark beneath the double plug socket on approach to the wardrobe – FWT
9.4 Walls	<ul style="list-style-type: none"> - 3x patchy paint mark to the LH side of the window mid to low level each approximately 1’ long - TR - 1x area of scratches around the pull for the blind RH side of the window – TR - Disparity where the paint is not dried evenly – TR
9.5 Cornicing	
9.6 Ceiling	
9.7 Fixtures/Fittings	<p>Fixtures and fittings:</p> <ul style="list-style-type: none"> - In need of a clean – TR to clean - Paint splashes to the edges of switches/sockets – TR <p>Built-in storage cupboard:</p> <ul style="list-style-type: none"> - Light inside the LH storage cupboard tested and working, cleaning oversights throughout – TR to clean - White paint spots to the doors – TR - Wardrobe doors have paint splashes to the edges – TR <p>RH storage cupboard:</p> <ul style="list-style-type: none"> - Light tested and working - Cleaning wipe marks scattered throughout the door – TR to clean - Dusty – TR to clean <p>Lights:</p> <ul style="list-style-type: none"> - Tested and working - Pendant light tested and working <p>Vent:</p> <ul style="list-style-type: none"> - Untested
9.8 Furnishings	



9.9 Windows

Windows:

- Tested and working
- Some cracking to the joinery on the window sill – FWT
- **2x parallel scratches to the upper window in centre – TR**
- **Paint splashes to the edges of the glass panel and fitting – TR**

Blind:

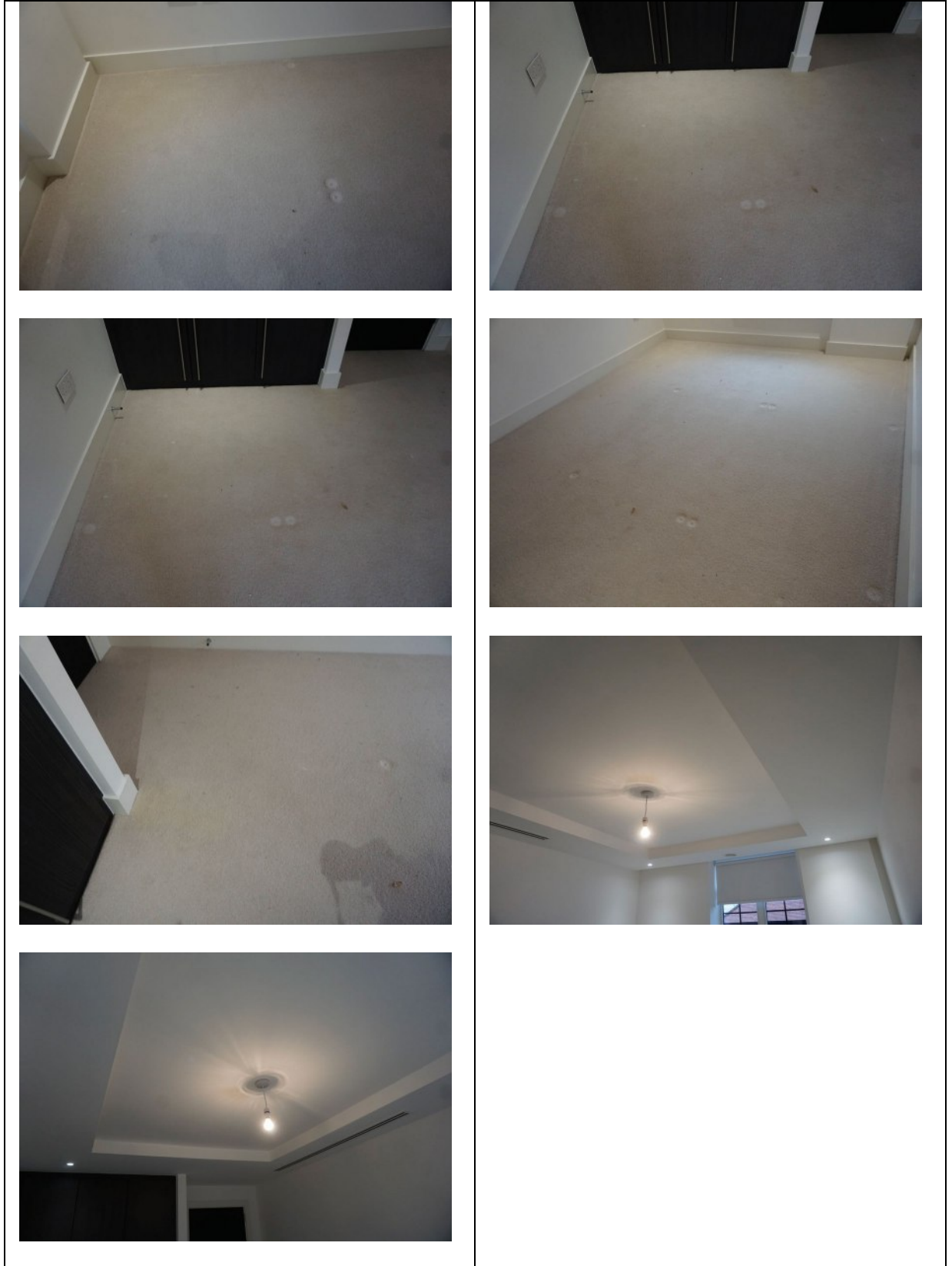
- Tested and working
- **Blind is being added to the window since the check-in – TR unless done with permission / by the landlord**

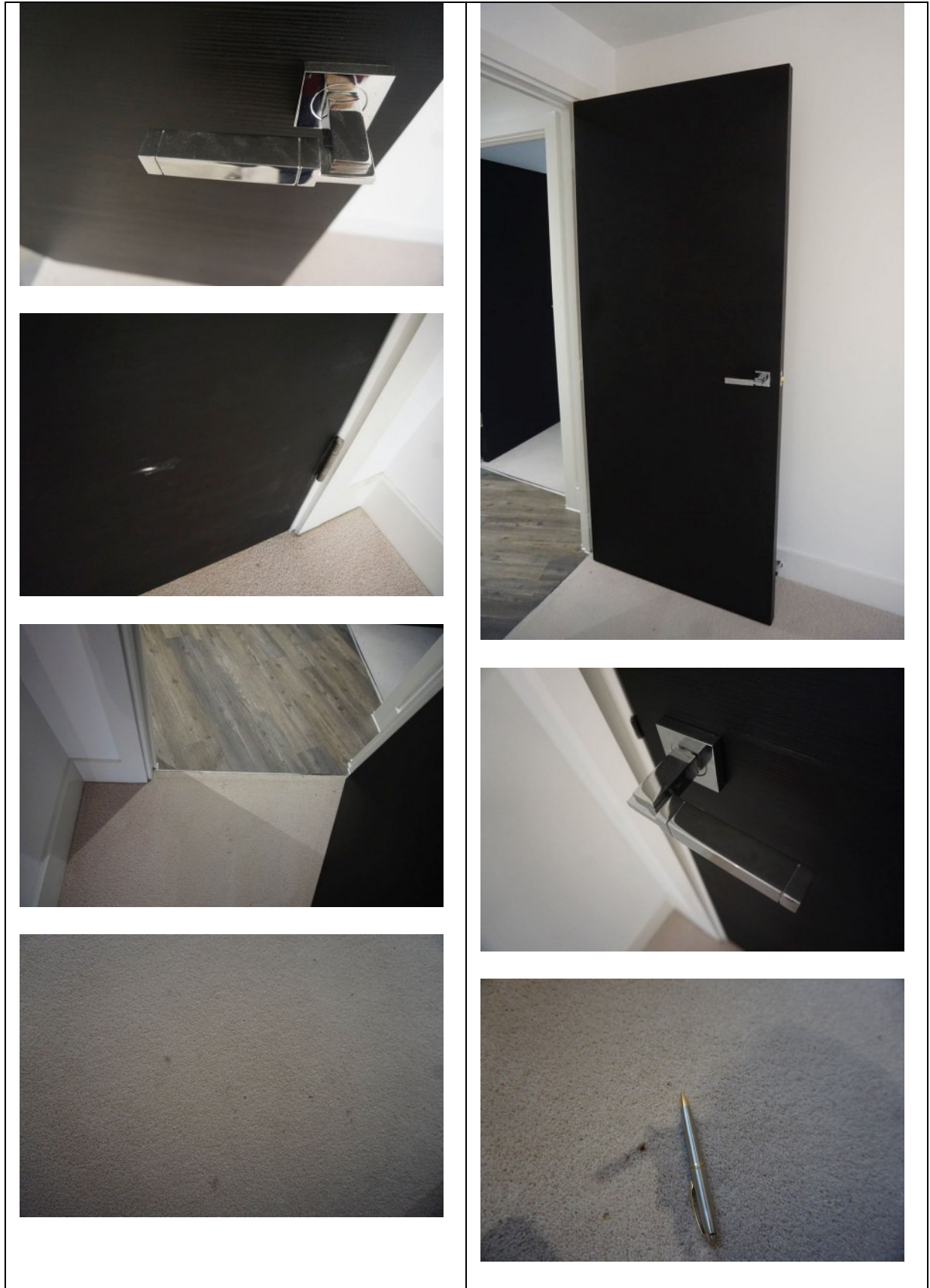
9.10 Photographs

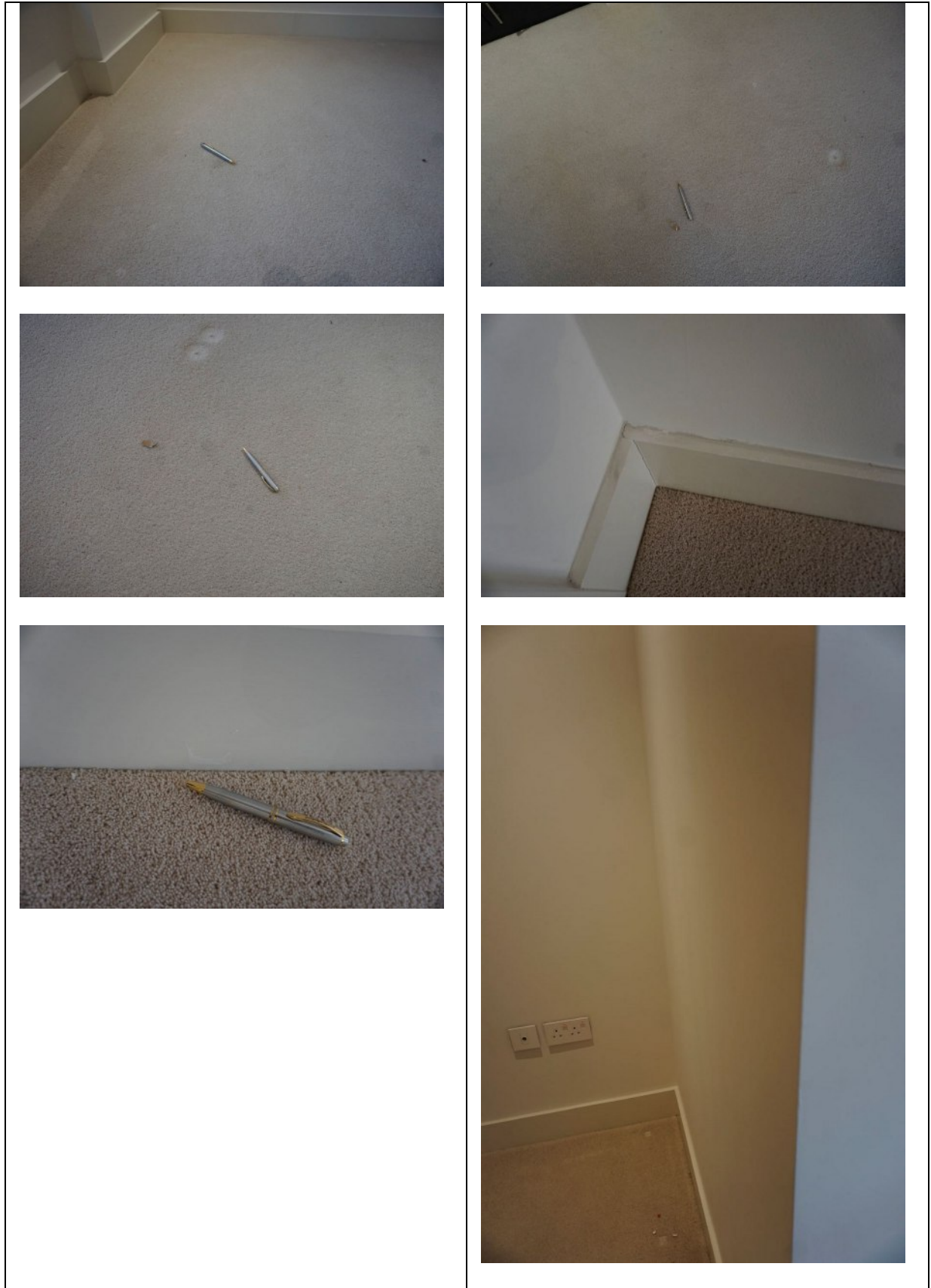


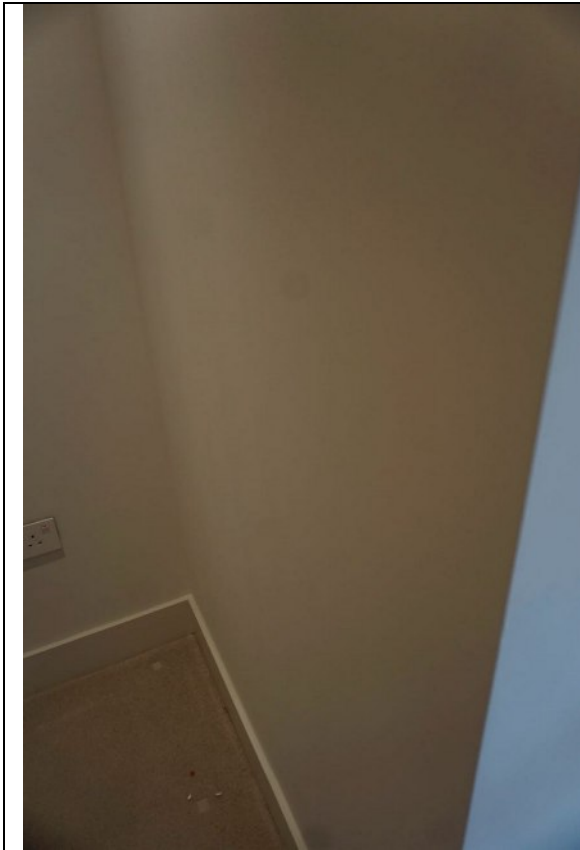








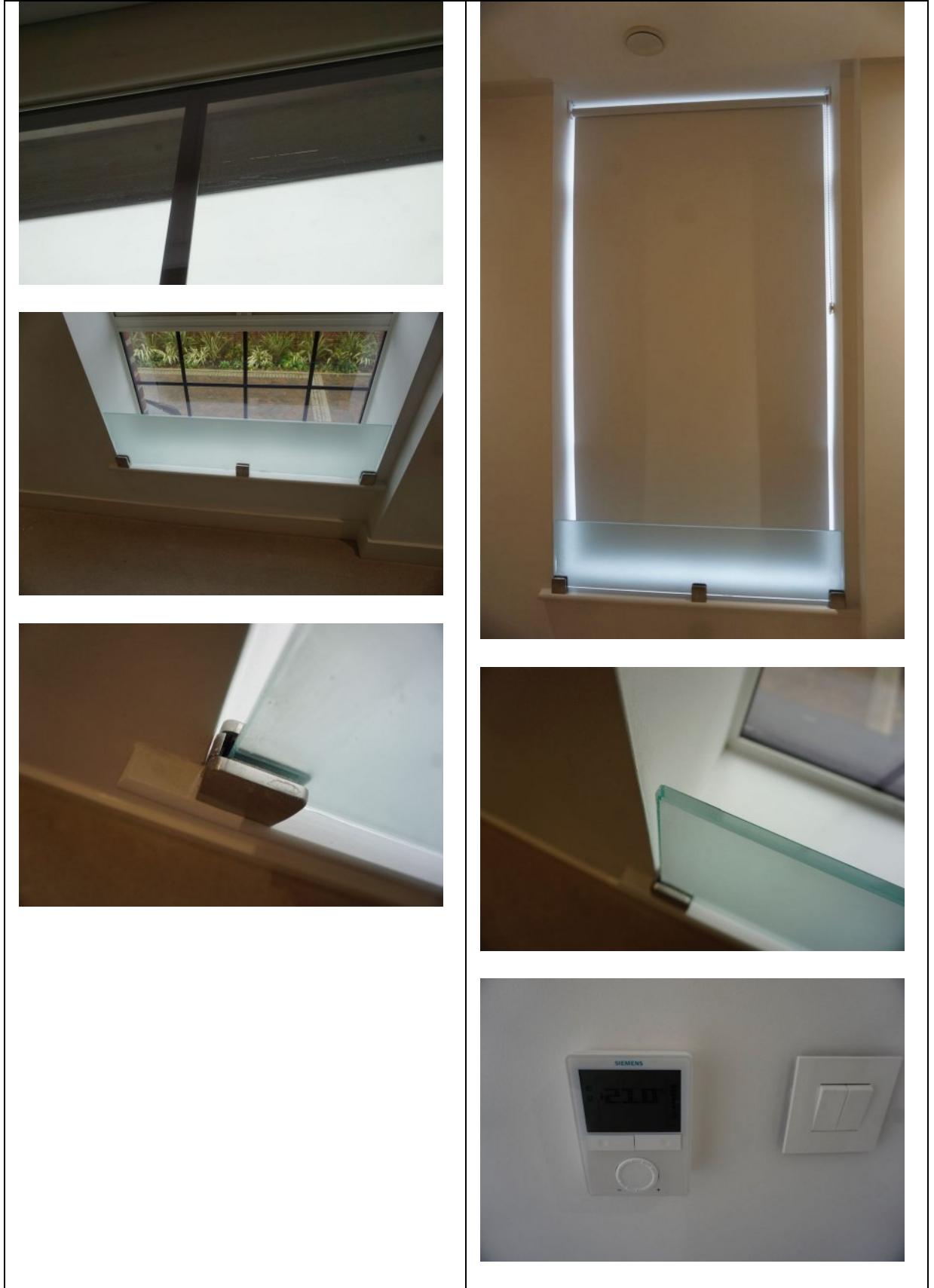




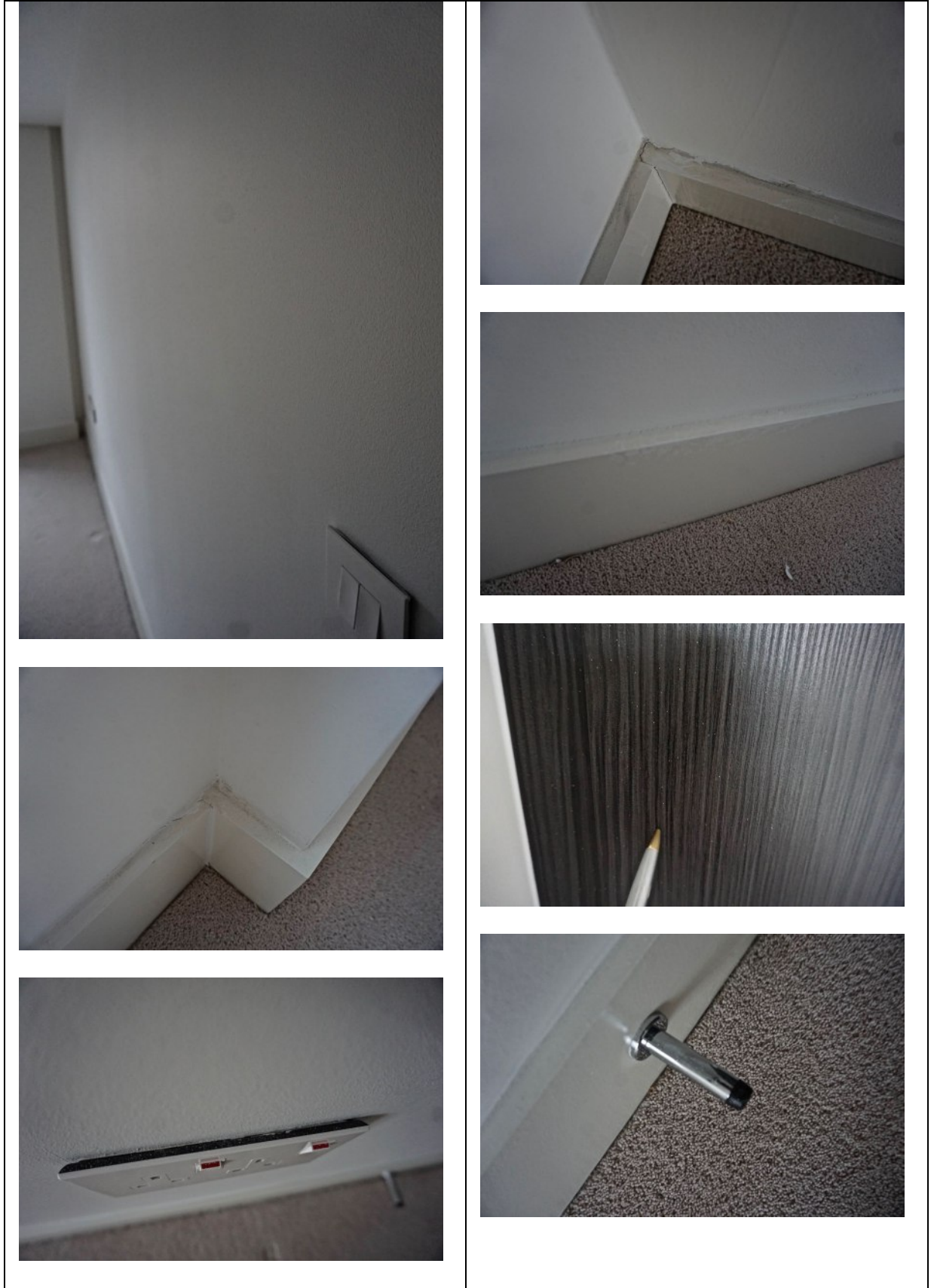
















10. Reception Room

RH = *Right Hand*

LH = *Left Hand*

TR = *Tenants responsibility*

LR = *Landlords Responsibility*

LI = *Landlords Information*

FWT = *Fair wear and tear*

If there are no comments made in the 'Differences from check in' section the item/fixture/feature is in the same condition as stated on the inventory/check in report.

Description	Differences from check in
10.1 Door	External door: <ul style="list-style-type: none"> - Some additional usage – FWT - Dusty – TR to clean Internal door: <ul style="list-style-type: none"> - Paint splashes to the handle – TR - 2x white paint marks to the LH side in an area of white paint spot marks – TR - 4x white marks to low level – TR Internal frame: <ul style="list-style-type: none"> - Some cracking to the joinery – FWT - Some cleaning oversights / ring marks and drip marks – TR to clean
10.2 Floor	<ul style="list-style-type: none"> - In need of clean – TR to clean - Dust and debris/cleaning wipe marks scattered throughout – TR to clean - 5x long white paint marks to the LH side of the entrance – TR - Wavy drag mark to the centre of the floor – TR - Approximately 8x arced white marks to the floor in the corner LH side – TR - Approximately 8x further curved white paint marks between the windows RH side of the room – TR



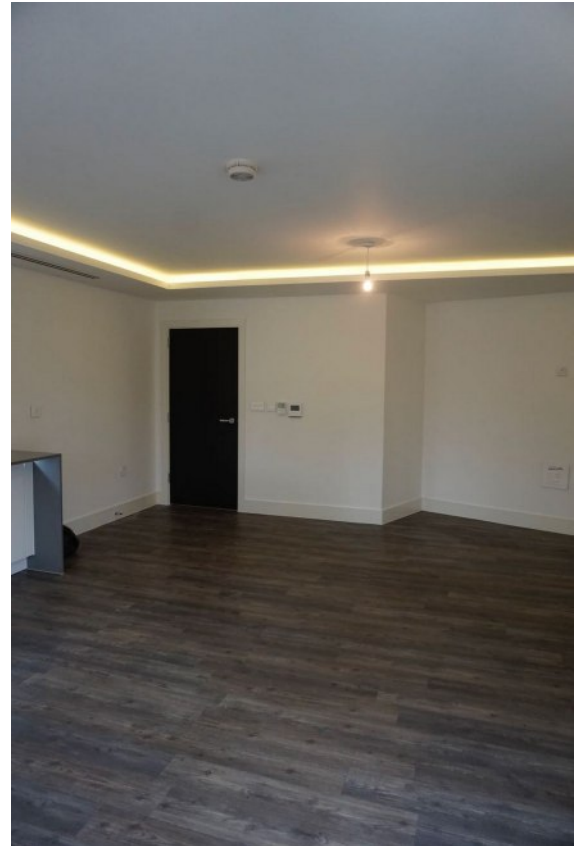


10.3Skirts/woodwork	<ul style="list-style-type: none"> - White paint spots to the top of the skirting boards - TR - Dusty - TR to clean
10.4Walls	<ul style="list-style-type: none"> - 3x areas of patchy paint around the communication socket to the wall to the LH side of the entrance - TR - Patchy paint to the walls where the paint ahs not dried evenly - TR
10.5Cornicing	
10.6Ceiling	<ul style="list-style-type: none"> - Some cracking to the joinery - FWT
10.7Fixtures/Fittings	<p>Spotlights:</p> <ul style="list-style-type: none"> - Do not appear to be working, possible maintenance issue as all of the spotlights are not working - FWT if maintenance related/TR if not. <p>Pendant lights:</p> <ul style="list-style-type: none"> - Tested and working - One of the bulbs is dim <p>Smoke detector</p> <ul style="list-style-type: none"> - Tested and working <p>Entryphone:</p> <ul style="list-style-type: none"> - Tested for power and working <p>Switches and sockets:</p> <ul style="list-style-type: none"> - Dusty - in need of a clean - TR to clean - Paint spots to the entry system - TR - Paint splashes to the switches and sockets - TR <p>Base units beneath the kitchen work surface:</p> <ul style="list-style-type: none"> - Light tested and working - 1x chip to the support to the kitchen work surface on the LH side approximately 3cm - TR
10.8Furnishings	
10.9Windows	<p>Windows:</p> <p>LH window:</p> <ul style="list-style-type: none"> - Tested and working - 1x key seen inside the lock - LI - Scratch to high level to the upper panel - TR - Glass panel has paint splashes to the edges - TR

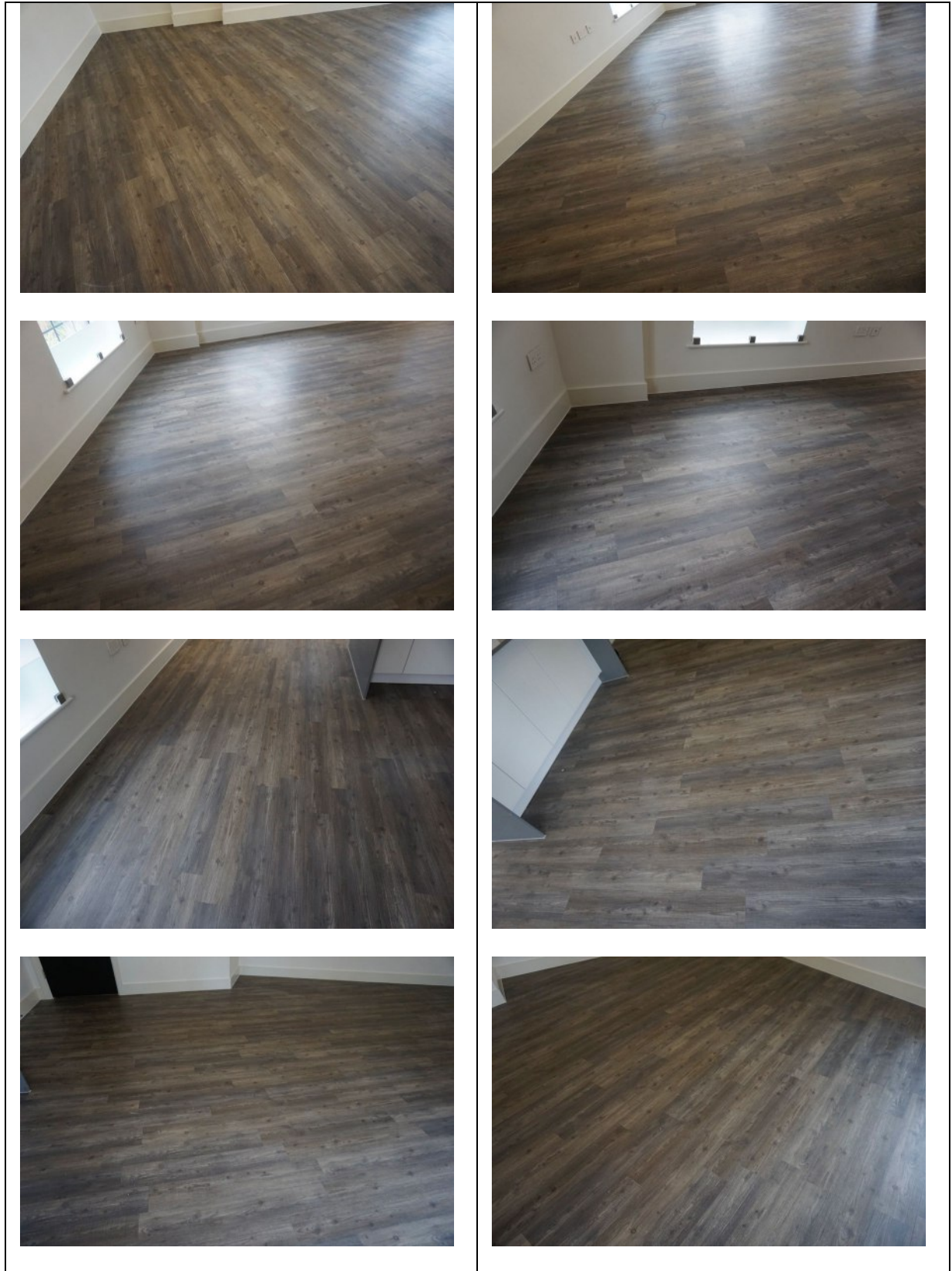


	<p>Blind:</p> <ul style="list-style-type: none">- Has been installed since the check-in inspection - FWT if done by landlord, TR if done without permission <p>RH window nearest to the kitchen:</p> <ul style="list-style-type: none">- Tested and working- Glass panel has white paint splashes to the edges as to the chrome fittings - TR <p>Blind:</p> <ul style="list-style-type: none">- Has been installed since check-in - LI, TR unless done with permission / by the landlord- Blind is tested and working
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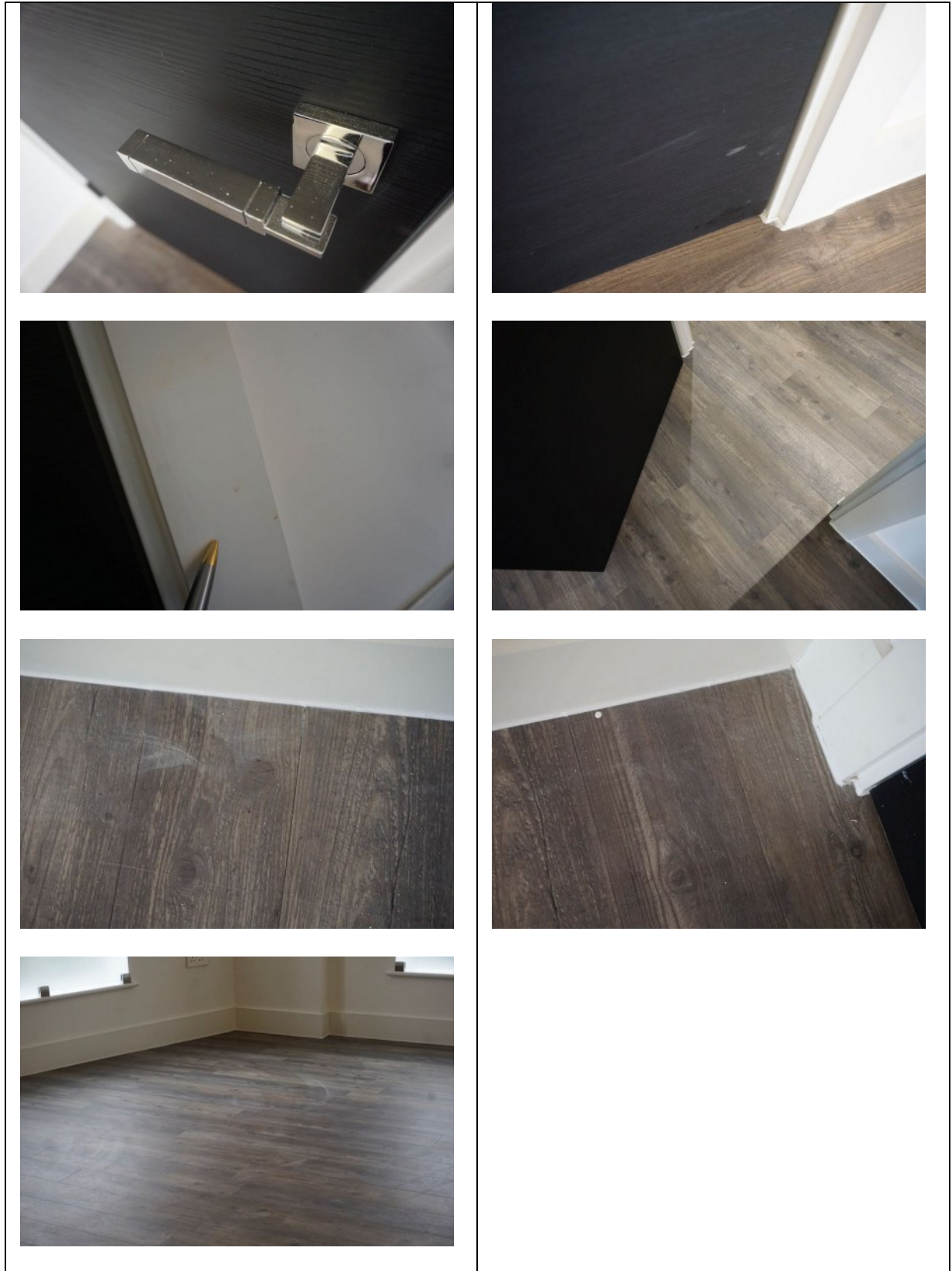
10.10 Photographs









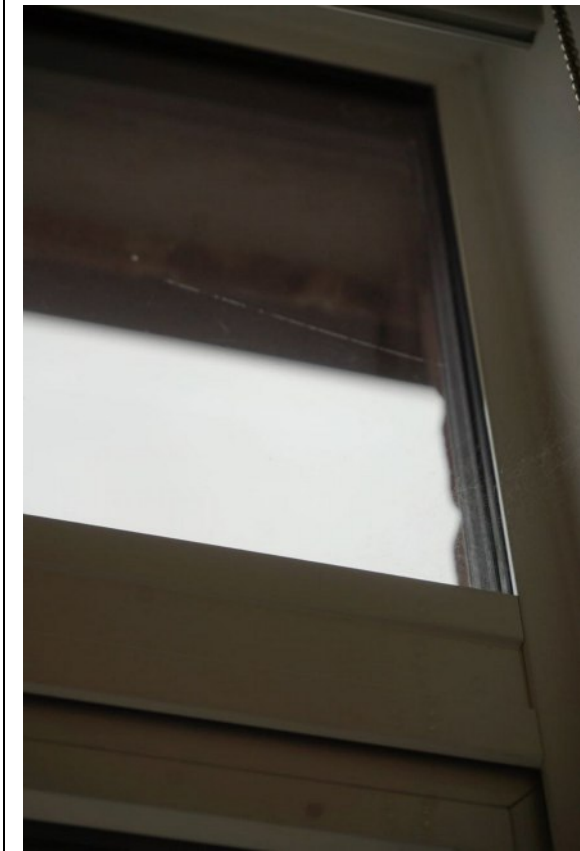


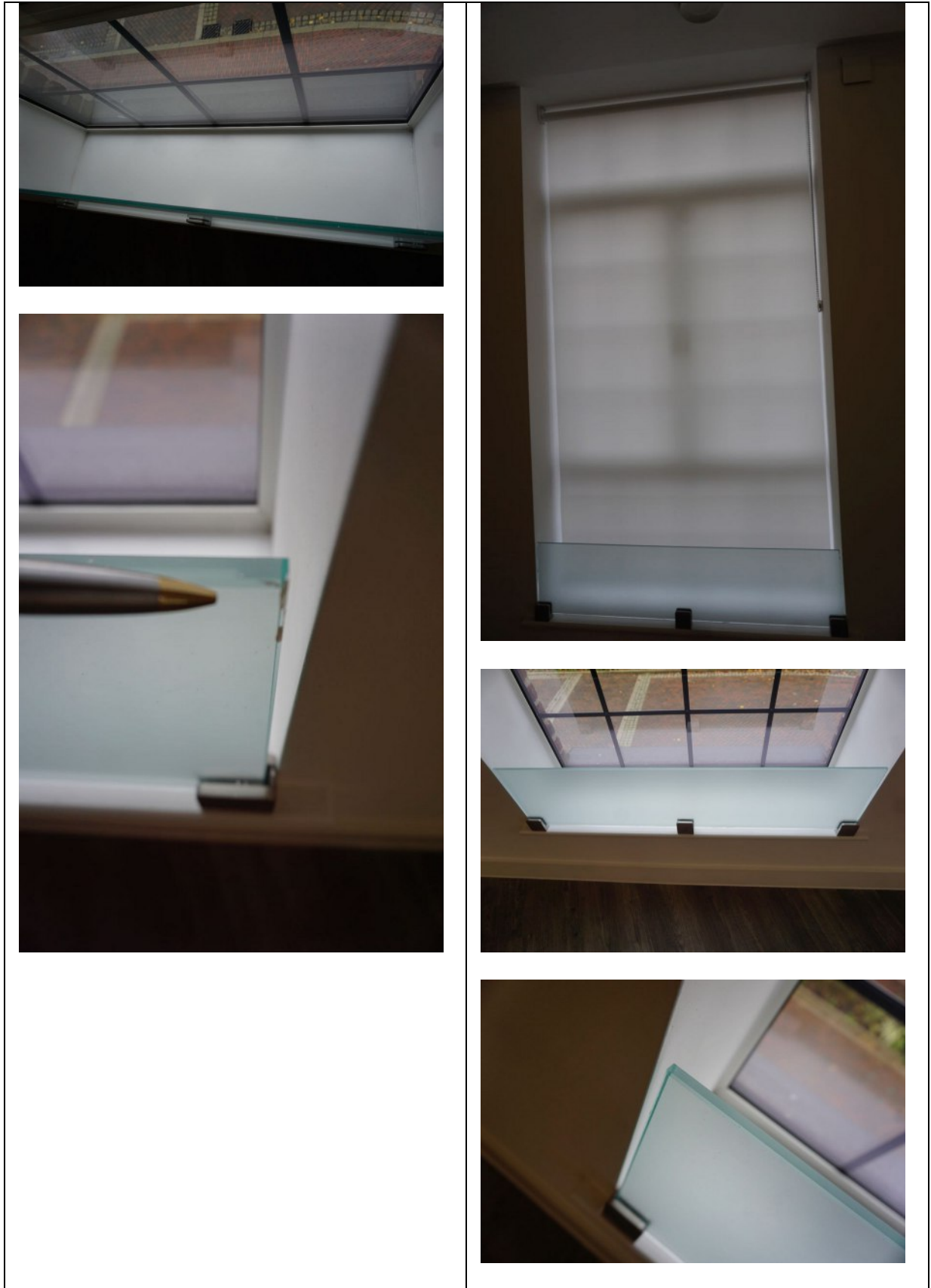


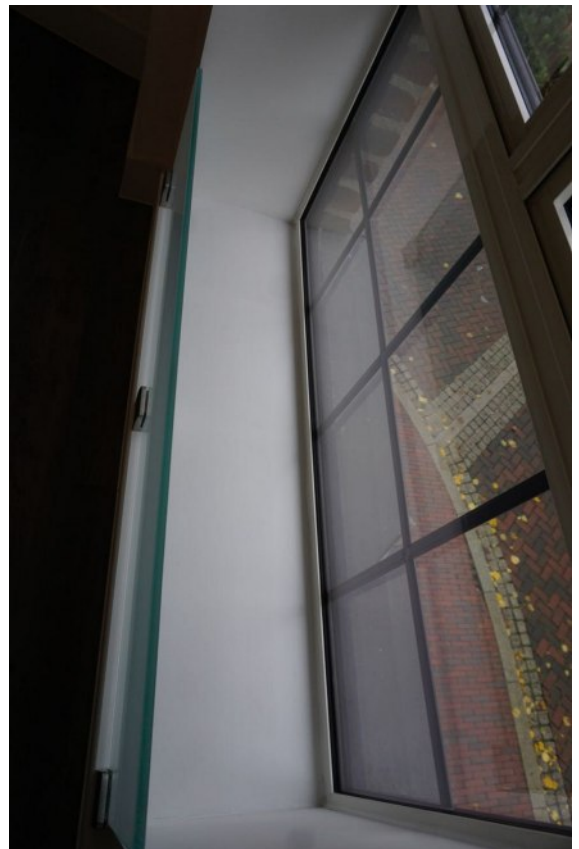
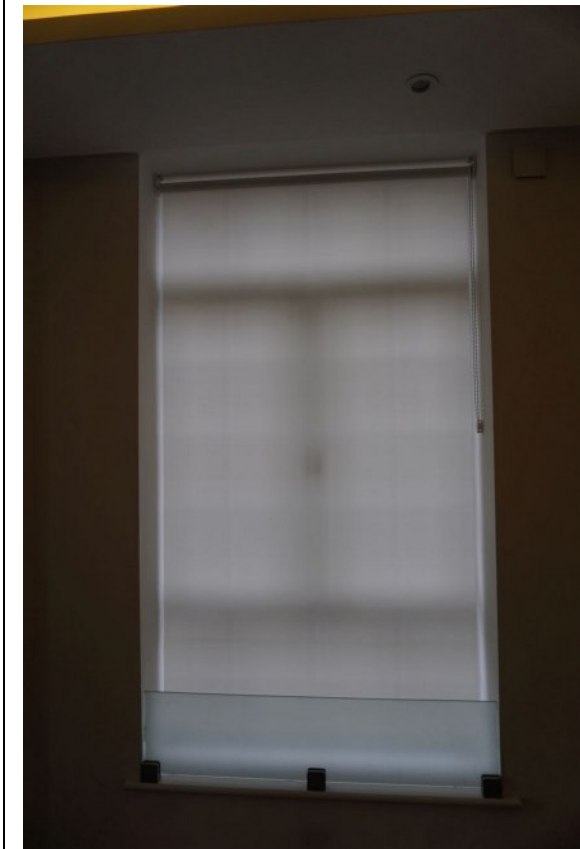
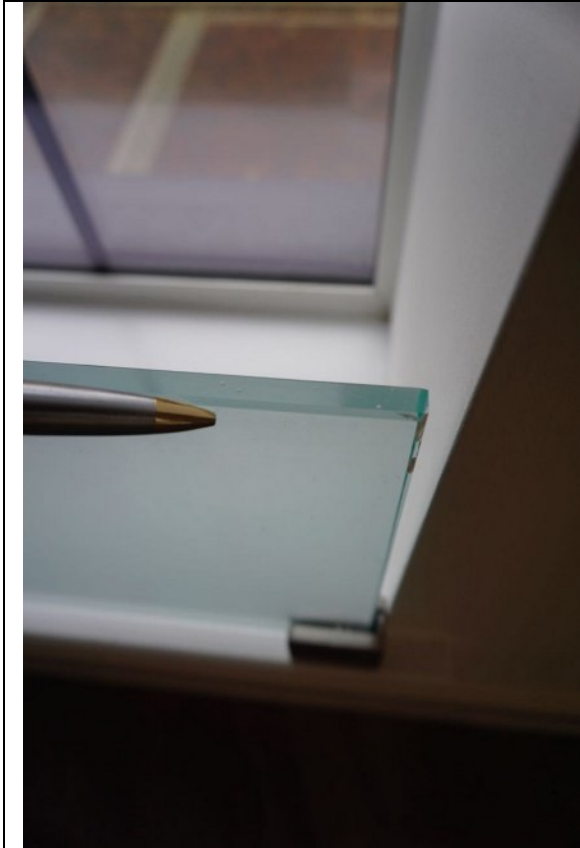










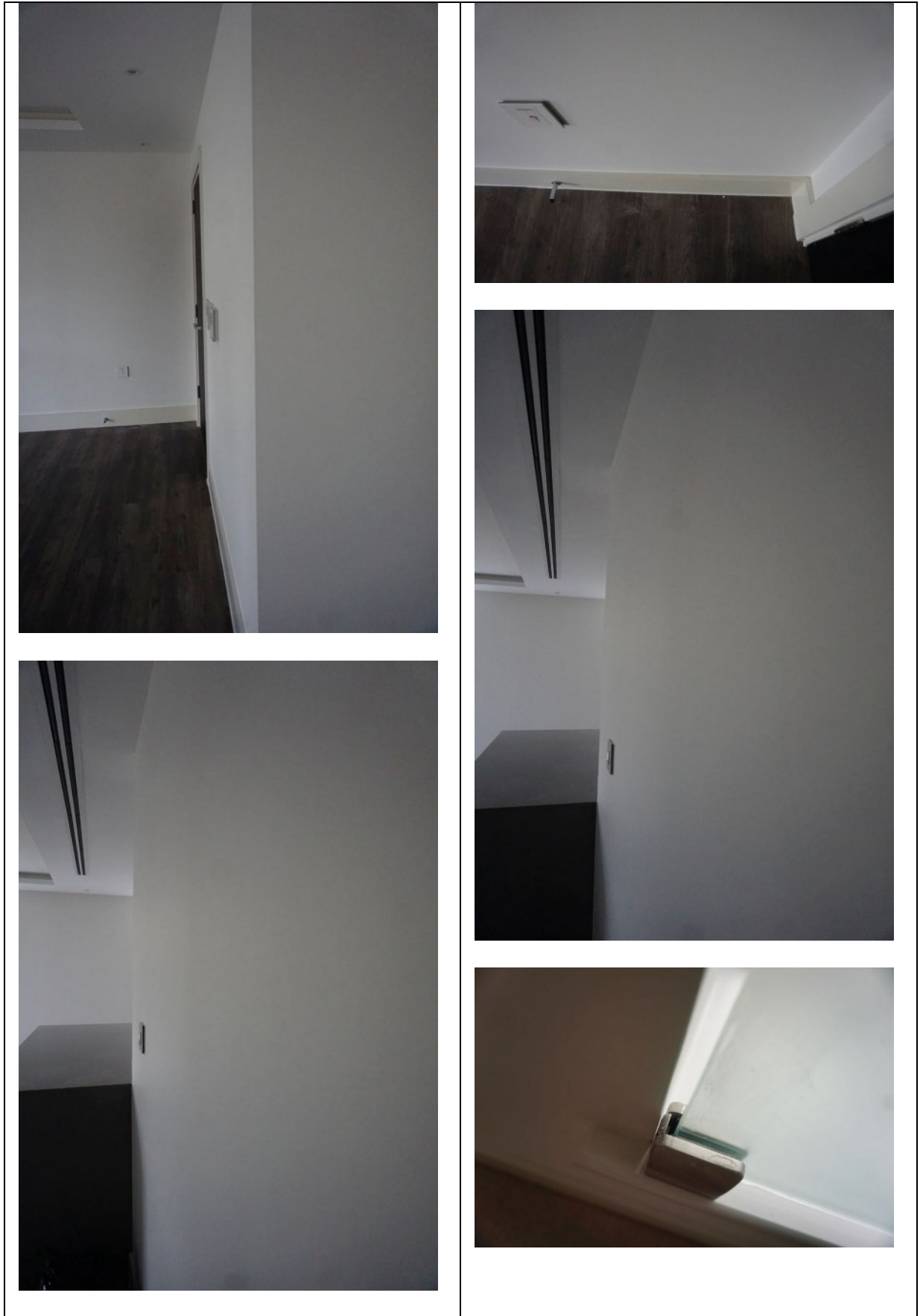






Date of inspection: SAMPLE









11. Open Plan Kitchen

RH = *Right Hand*

LH = *Left Hand*

TR = *Tenants responsibility*

LR = *Landlords Responsibility*

LI = *Landlords Information*

FWT = *Fair wear and tear*

If there are no comments made in the 'Differences from check in' section the item/fixture/feature is in the same condition as stated on the inventory/check in report.

Description	Differences from check in
11.1 Door	N/A
11.2 Floor	<ul style="list-style-type: none"> - Elongated 2' white mark to the centre of the floor - TR - Cleaning oversights throughout - TR to clean - Few light drag marks to the centre of the floor between 4cm and 10cm - FWT - Debris / dust throughout the edges - TR to clean
11.3 Skirts/woodwork	<ul style="list-style-type: none"> - Some cracking to the joinery - FWT - Dusty to the surface - TR to clean
11.4 Walls	<ul style="list-style-type: none"> - Patchy paint to low level beneath the window - TR
11.5 Cornicing	N/A
11.6 Ceiling	<ul style="list-style-type: none"> - Slight paint disparity around the edges - FWT
11.7 Fixtures/Fittings	<p>Lights:</p> <ul style="list-style-type: none"> - Tested and working <p>Heat / smoke detector:</p> <ul style="list-style-type: none"> - Tested and working





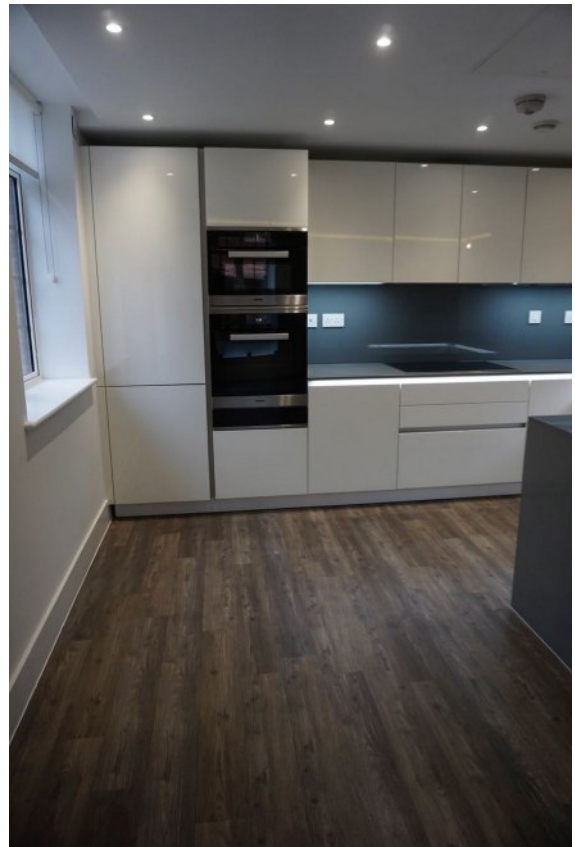
	<p>Splashback:</p> <ul style="list-style-type: none"> - Cleaning oversights – TR to clean - Dust to the top edges of the splashback – TR <p>Work surface:</p> <ul style="list-style-type: none"> - Dusty, cleaning oversights – TR to clean - 5x circular ring marks to the RH side of the sink – TR - Light fading / limescale / cleaning oversights around the edges of the sink – TR <p>Kickboard:</p> <ul style="list-style-type: none"> - Cleaning oversights – TR to clean <p>Under unit lights:</p> <ul style="list-style-type: none"> - Tested and working <p>Under work surface lights:</p> <ul style="list-style-type: none"> - Tested and working <p>Sink:</p> <ul style="list-style-type: none"> - Some cleaning scratches – FWT - Cleaning oversights throughout – TR to clean - Sink water tested and working - Unable to operate the RH tap, as consistent with check-in <p>Kitchen units:</p> <ul style="list-style-type: none"> - Wall unit 5, the magnetic catch is not functioning correctly – LI/ maintenance issue - Cleaning oversights inside the base units and drawer – TR to clean
<p>11.8 Appliances</p>	<p>Fridge freezer:</p> <ul style="list-style-type: none"> - Items of food inside and cleaning oversights throughout – TR to clean - Light tested and working <p>Combination microwave oven:</p> <ul style="list-style-type: none"> - Some minor cleaning oversights – LI - Tested for power and working - Light tested and working - Handle from inside the oven is no longer seen – TR - Cleaning oversights throughout – TR to clean - 1x additional glass serving dish found inside – TR to remove if required - Oven tested for power and working

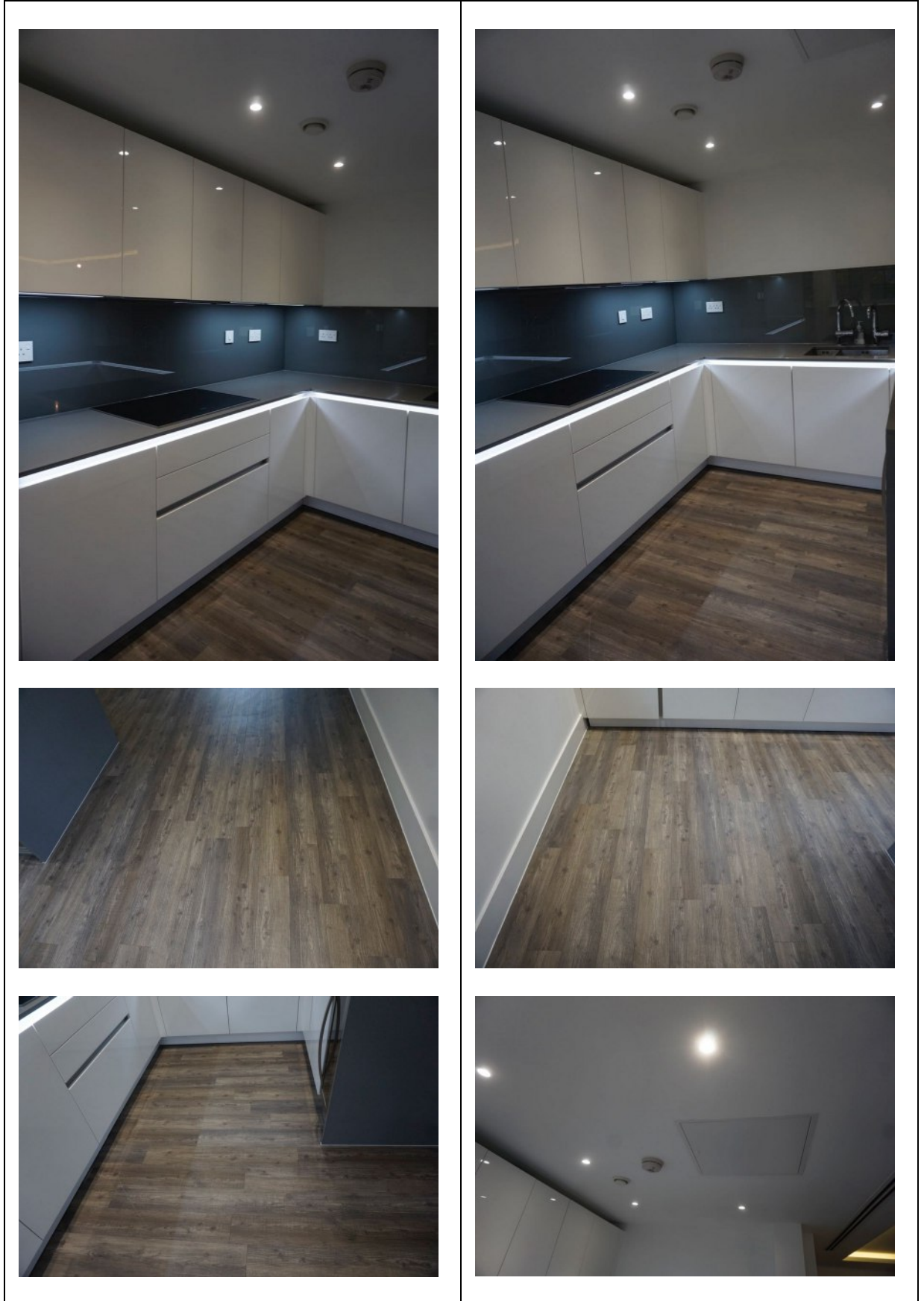


	<p>Warming drawer:</p> <ul style="list-style-type: none"> - Tested for power and working - Cleaning oversights - TR to clean <p>Hob:</p> <ul style="list-style-type: none"> - Tested for power and working - 1x circular ring mark to the front RH side, appears this will come out with clean. Cleaning wipe marks and debris scattered throughout - TR to clean <p>Extractor:</p> <ul style="list-style-type: none"> - LH filter fell off when opened - metal fittings at the back of the filter have been broken - there was an issue with this at check in - LI - Lights tested and working <p>Dishwasher:</p> <ul style="list-style-type: none"> - Some additional usage - FWT - Cleaning oversights notably to the edges of the door - TR to clean
11.9Furnishings	<ul style="list-style-type: none"> - Some miscellaneous items have been left in the property including a kitchen roll holder - TR to remove if required
11.10 Windows	<p>Windows:</p> <ul style="list-style-type: none"> - Tested and working - Some additional usage - FWT <p>Window sill:</p> <ul style="list-style-type: none"> - Approximately 4x ring marks to the RH side with an area of condensed spot marks to the same area - TR - In need of a clean - TR to clean <p>Blind:</p> <ul style="list-style-type: none"> - 1x blind has been fitted since the check-in inspection - LI, TR if done without permission by tenants

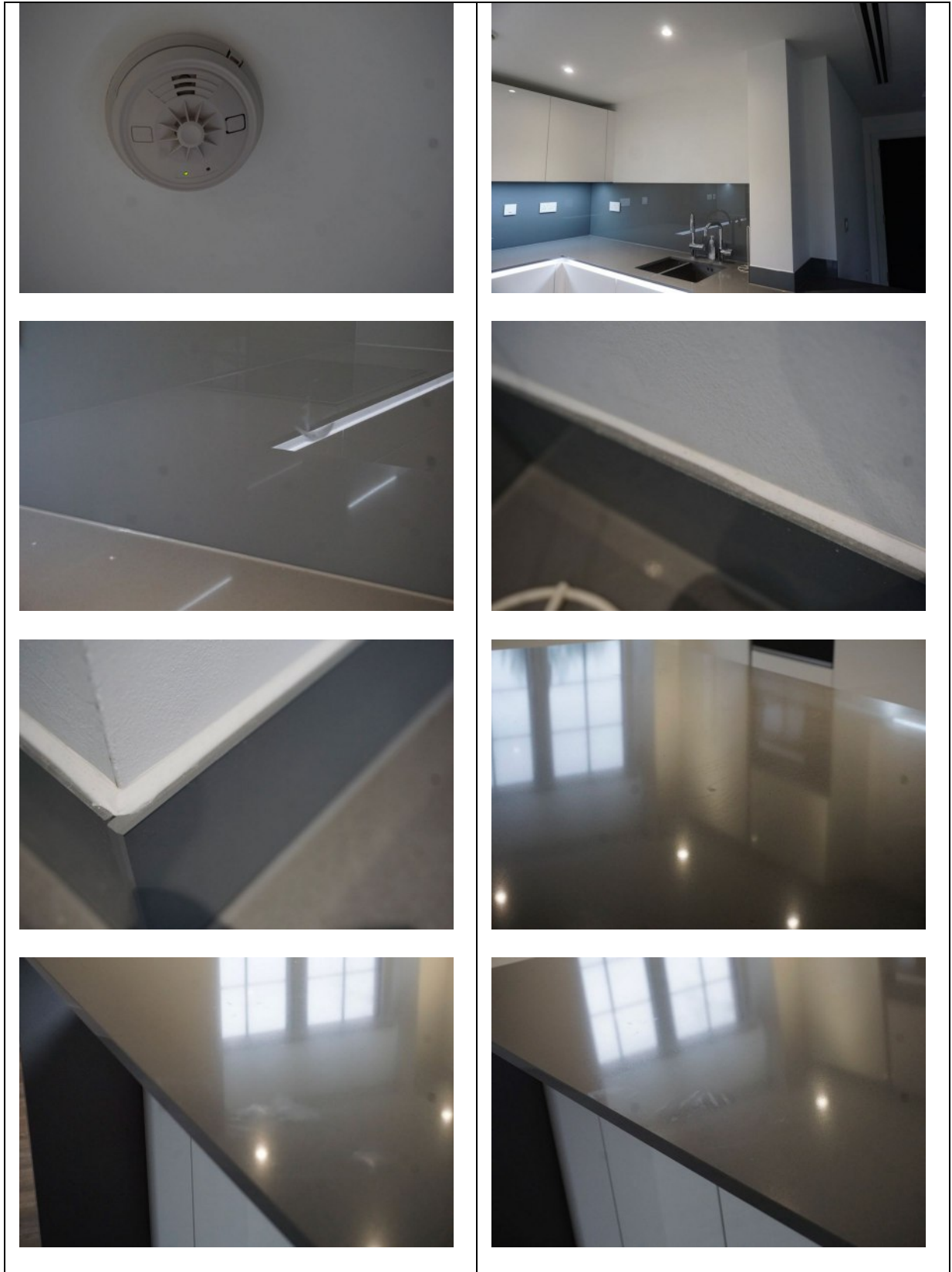


11.11 Photographs







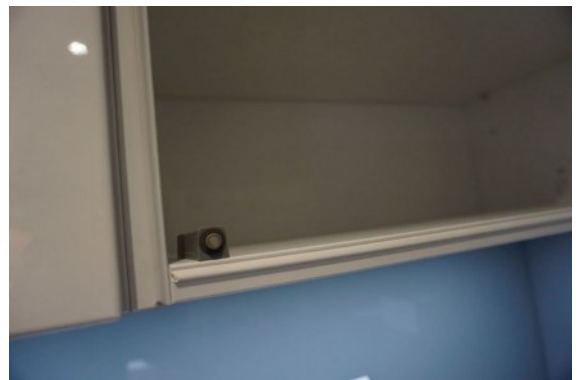
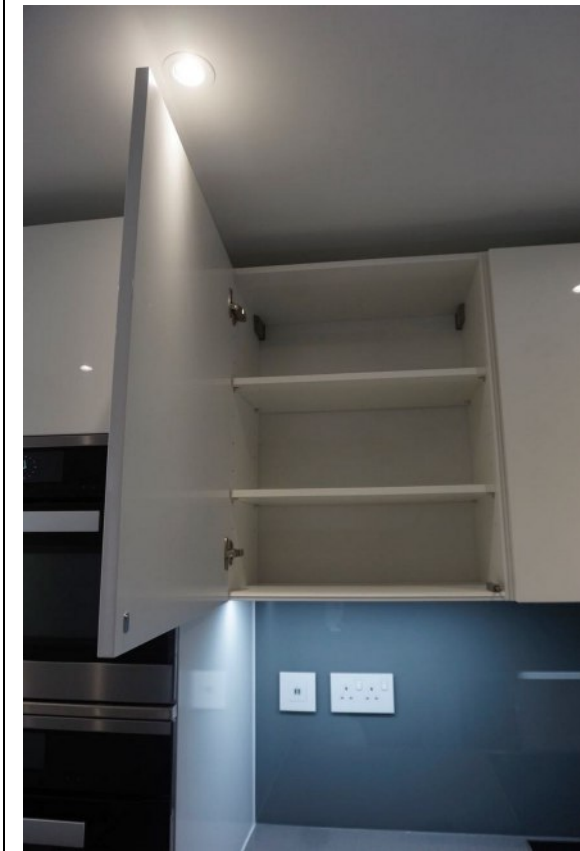
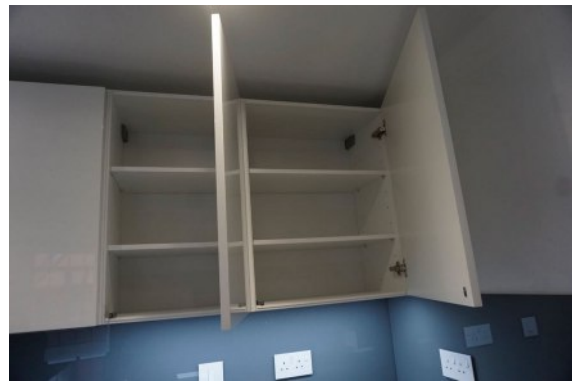






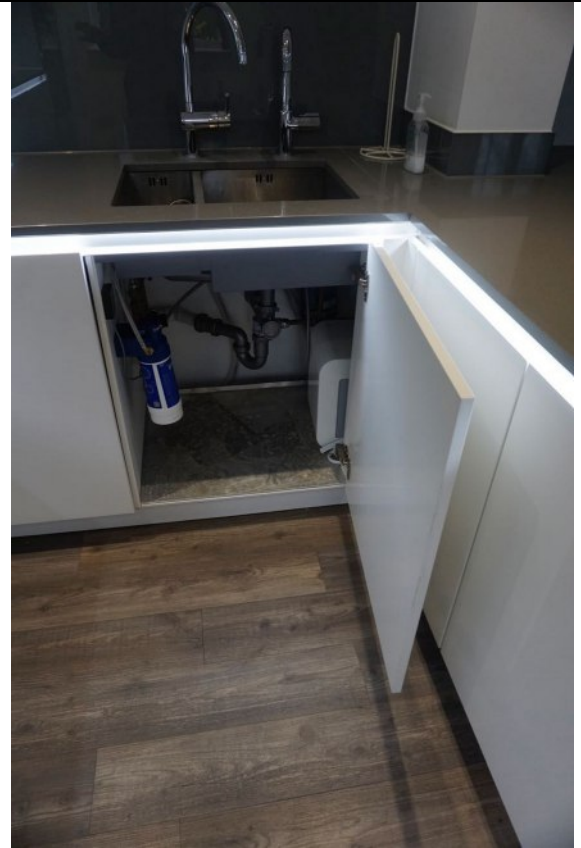












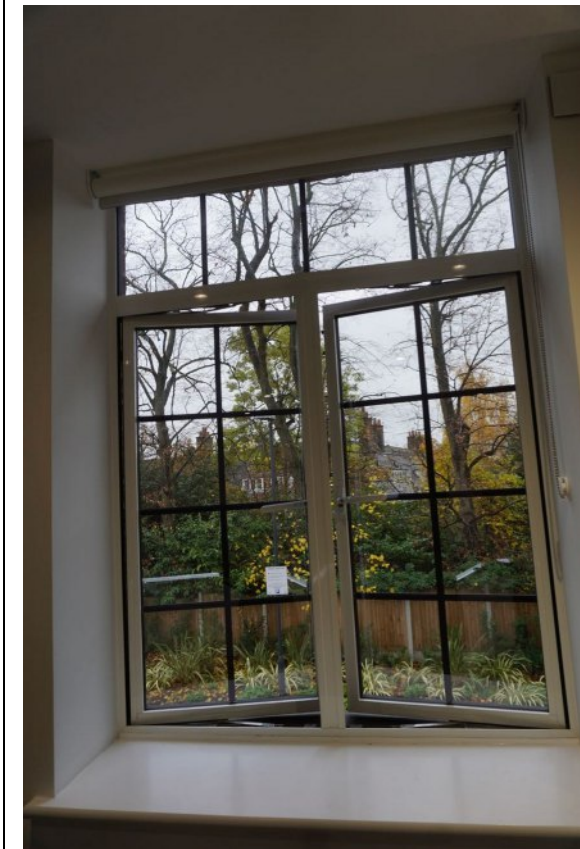
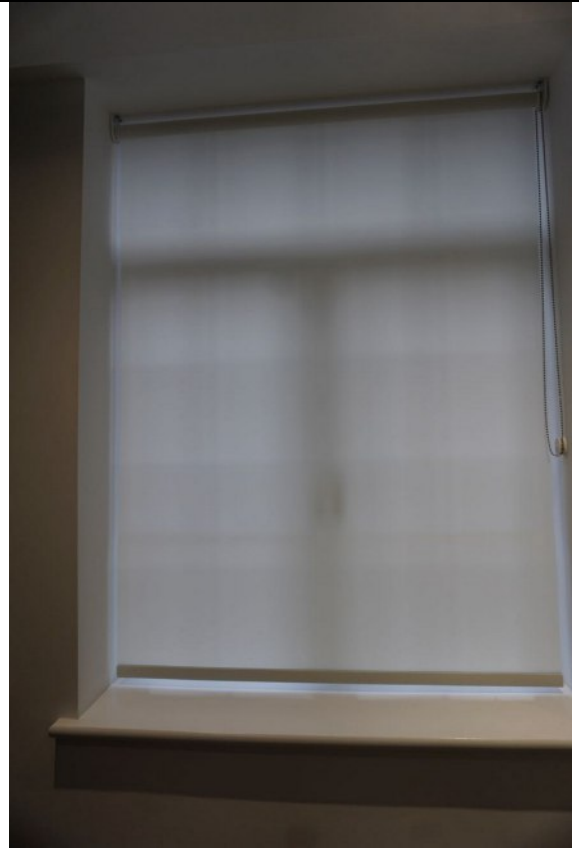


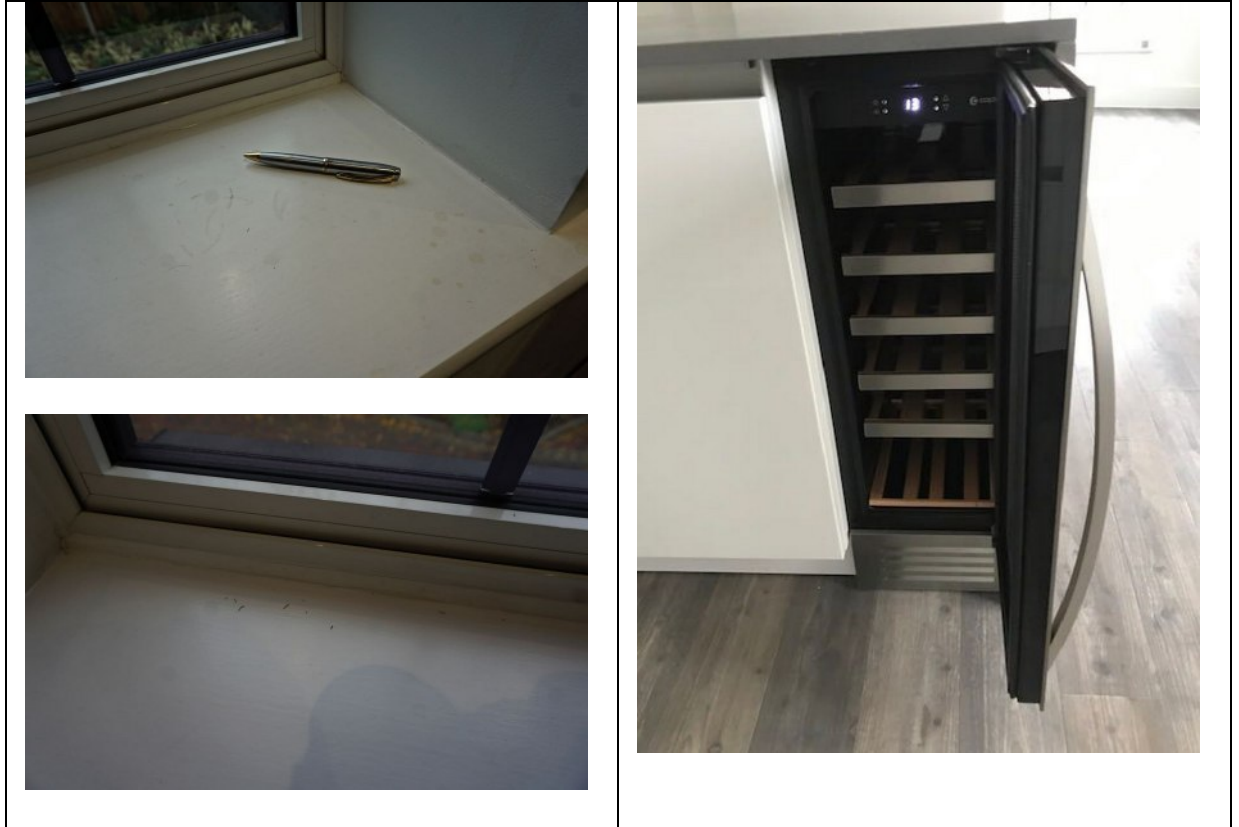














12. Ensuite Bathroom

RH = *Right Hand*

LH = *Left Hand*

TR = *Tenants responsibility*

LR = *Landlords Responsibility*

LI = *Landlords Information*

FWT = *Fair wear and tear*

If there are no comments made in the 'Differences from check in' section the item/fixture/feature is in the same condition as stated on the inventory/check in report.

Description	Differences from check in
12.1Door	<p>External door:</p> <ul style="list-style-type: none"> - Cleaning oversights scattered throughout the external door – TR - 1x chip above the handle to the LH side approximately 2cm – TR - 2x parallel white rub marks to the base of the door and approximately 5x white marks around the handle – TR - 2x indents/chips appear to have been repaired along the leading edge to the LH side of the door around the handle – TR <p>Internal door:</p> <ul style="list-style-type: none"> - Thumb screw lock tested and working - Cleaning oversights – TR to clean <p>Internal frame:</p> <ul style="list-style-type: none"> - Some cracking to the joinery – FWT
12.2Floor	<ul style="list-style-type: none"> - Some additional usage – FWT - Some discolouration to the grout – FWT - Light cleaning oversights / footprint marks to the floors – TR to clean - Circular ring mark to the LH corner near the WC, possible this will come out with clean – TR





12.3Skirts/woodwork	
12.4Walls	- Cleaning oversights throughout - TR to clean
12.5Cornicing	
12.6Ceiling	
12.7Fixtures/Fittings	<p>Lights:</p> <ul style="list-style-type: none"> - Tested and working <p>Vent:</p> <ul style="list-style-type: none"> - Untested - Heated wall - on the time of the inspection - tested and working <p>Fixtures and fittings:</p> <ul style="list-style-type: none"> - Cleaning oversights / dust to fixtures and fittings - TR to clean <p>Built-in storage:</p> <ul style="list-style-type: none"> - The magnetic fitting to the LH side is missing - TR - Cleaning oversights throughout - TR to clean - Approximately 6x circular ring marks to the base shelf - TR - Further circular ring marks and cleaning oversights to the glass shelves - TR - Spotlights tested and working - 3x scratches to the RH door - TR, each approximately 4cm to 6cm <p>WC:</p> <ul style="list-style-type: none"> - Cleaning oversights throughout - TR to clean <p>Sink:</p> <ul style="list-style-type: none"> - Pop-up plug tested and working - Cleaning oversights throughout - TR to clean - Cleaning oversights to the mirror - TR to clean <p>Under unit lights:</p> <ul style="list-style-type: none"> - Tested and working <p>Panel surrounding the sink and WC:</p> <ul style="list-style-type: none"> - Some cleaning oversights - TR to clean <p>Bath:</p> <ul style="list-style-type: none"> - Cleaning oversights throughout - TR to clean - Plug tested and working - Water in tap and showerhead tested and working



	<ul style="list-style-type: none">- 1x circular ring mark to the top of the bath in the corner LH side – TR- Cleaning oversights to fixtures and fittings to the bath panel – TR to clean
12.8Furnishings	
12.9Windows	
12.10 Photographs	
