

# Entry condition report – general tenancies (Form 1a)

Residential Tenancies and Rooming Accommodation Act 2008  
(Section 65)



## Address of the rental premises

Unit _____ Marina Residences	
Marina Drive Benowa Qld	Postcode 4217

## Full name/s of the tenant/s

1.
2.
3.

## Name/trading name of the lessor/agent

Resort Property Services Pty Ltd
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## Water charging

Tenants can only be charged for all water consumption if the rental premises are individually metered (or water is delivered by vehicle), the agreement states the tenant must pay for water *and* the premises are water efficient.

Are the premises individually metered? ☒ Yes ☐ No

Water meter reading at start of tenancy: 

0	0	0	0	0	0	0
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Are the premises water efficient? ☒ Yes ☐ No

Certain fixtures must have the equivalent of a 3 star WELS rating or higher (evidence available if/as required).

**Entry condition reports must be completed in accordance with the Act. Penalties apply.**  
**Do not send to the RTA—give this form to the tenant/s, keep a copy for your records.**

The Entry (and Exit) reports provide evidence of the condition of the premises at the beginning and ending of the tenancy. Take time to fill these forms in carefully. These documents may be referred to as evidence if there is a dispute over the bond refund at the end of the tenancy.

## Lessor/agent

1. Inspect the premises.
2. Mark each item on the list *clean, working, undamaged* (where applicable).
3. Make a note of any extra items in the *additional comments/information* section.
4. Give a signed copy of the report to the tenant. Keep a copy for your own records.
5. Ask the tenant to add their comments to the report, initial each page and return it to you within 3 days.
6. If the tenant disagrees about the condition of the premises, encourage them to discuss it with you. Comments can be recorded in the *additional comments/information* section (Page 7) or by attaching a separate page.  
Supporting documentation has been attached ☒ Yes ☒ No
7. Give a copy of the final report back to the tenant within 14 days of receiving it.
8. You must keep a copy of the report for at least one year after the tenancy agreement ends.

## Tenant

1. Inspect the premises.
2. Comment on any item where you disagree with the lessor/agent, or if you believe the report does not reflect the true condition of the premises.
3. Talk to the lessor/agent if you disagree about the condition of the premises.
4. Initial each page of the report and send it to the lessor/agent within 3 days.
5. The lessor/agent must send you a copy of the final report. You may also want to make a copy for your own records.

If the condition report is not given to the tenant/s within 3 days of occupation, the tenant/s should obtain, complete and sign their own form and submit to the lessor/agent.

The tenant/s have initially received a copy of this report on

Day 

Monday
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 Date 

09/12/2019
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Lessor/agent initials

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Tenant/s initials

1.	2.	3.
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Insert **Y/✓** = Yes

Insert **N/X** = No

Clean	Working	Undamaged
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**Lessor/agent**

Comments (if any)

**Tenant/s**

Comment on lessor/agent report

Entry				
Doors/walls/ceiling	✓	✓	✓	
Windows/screens				
Blinds/curtains				
Fans/light fittings	✓	✓	✓	
Floor/floor coverings	✓	✓	✓	
Power points				
Lounge room				
Doors/walls/ceiling	✓	✓	✓	
Windows/screens	✓	✓	✓	
Blinds/curtains	✓	✓	✓	
Fans/light fittings	✓	✓	✓	
Floor/floor coverings	✓	✓	✓	
TV/power points	✓	✓	✓	
Air conditioner	✓	✓	✓	
Family room				
Doors/walls/ceiling				
Windows/screens				
Blinds/curtains				
Fans/light fittings				
Floor/floor coverings				
TV/power points				
Air conditioner				

Lessor/agent initials

Tenant/s initials

1.	2.	3.
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Clean	Working	Undamaged
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**Lessor/agent**

Comments (if any)

**Tenant/s**

Comment on lessor/agent report

Kitchen/meals					
Doors/walls/ceiling	✓	✓	✓		
Windows/screens					
Blinds/curtains					
Fans/light fittings	✓	✓	✓		
Floor/floor coverings	✓	✓	✓		
Cupboards/drawers	✓	✓	✓		
Bench tops/tiling	✓	✓	✓		
Sink/disposal unit/taps	✓	✓	✓		
Stove top	✓	✓	✓		
Oven/griller	✓	✓	✓		
Exhaust fan/rangehood	✓	✓	✓		
Dishwasher	✓	✓	✓		
Power points	✓	✓	✓		
Dining room					
Doors/walls/ceiling					
Windows/screens					
Blinds/curtains					
Fans/light fittings					
Floor/floor coverings					
TV/power points					
Air conditioner					

Lessor/agent initials

Tenant/s initials

1. <input type="text"/>	2. <input type="text"/>	3. <input type="text"/>
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**Lessor/agent**

Comments (if any)

**Tenant/s**

Comment on lessor/agent report

Bedroom 1				
Doors/walls/ceiling	✓	✓	✓	
Windows/screens	✓	✓	✓	
Blinds/curtains	✓	✓	✓	
Fans/light fittings	✓	✓	✓	
Floor/floor coverings	✓	✓	✓	
Wardrobe/drawers/shelves	✓	✓	✓	
Power points	✓	✓	✓	
Air conditioner	✓	✓	✓	
Ensuite				
Doors/walls/ceiling	✓	✓	✓	
Windows/screens				
Blinds/curtains				
Fans/light fittings	✓	✓	✓	
Floor/floor coverings	✓	✓	✓	
Bath/shower/shower screen	✓	✓	✓	
Wash basin/vanity	✓	✓	✓	
Mirror/cabinet	✓	✓	✓	
Towel rails	✓	✓	✓	
Toilet	✓	✓	✓	
Power points	✓	✓	✓	
Exhaust fan	✓	✓	✓	

Lessor/agent initials

Tenant/s initials

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Clean	Working	Undamaged
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**Lessor/agent**

Comments (if any)

**Tenant/s**

Comment on lessor/agent report

<b>Bedroom 2</b>					
Doors/walls/ceiling	✓	✓	✓		
Windows/screens	✓	✓	✓		
Blinds/curtains		✓	✓		
Fans/light fittings	✓	✓	✓		
Floor/floor coverings	✓	✓	✓		
Wardrobe/drawers/shelves	✓	✓	✓		
Power points	✓	✓	✓		
Air conditioner	✓	✓	✓		
<b>Bedroom 3</b>					
Doors/walls/ceiling					
Windows/screens					
Blinds/curtains					
Fans/light fittings					
Floor/floor coverings					
Wardrobe/drawers/shelves					
Power points					
Air conditioner					
<b>Bedroom 4</b>					
Doors/walls/ceiling					
Windows/screens					
Blinds/curtains					
Fans/light fittings					
Floor/floor coverings					
Wardrobe/drawers/shelves					
Power points					
Air conditioner					

Lessor/agent initials

Tenant/s initials

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**Lessor/agent**

Comments (if any)

**Tenant/s**

Comment on lessor/agent report

<b>Bathroom</b>					
Doors/walls/ceiling	✓	✓	✓		
Windows/screens					
Blinds/curtains					
Fans/light fittings	✓	✓	✓		
Floor/floor coverings	✓		✓		
Bath					
Shower/shower screen	✓	✓	✓		
Wash basin/vanity	✓	✓	✓		
Mirror/cabinet	✓	✓	✓		
Towel rails	✓	✓	✓		
Power points	✓	✓	✓		
Exhaust fan	✓	✓	✓		
Toilet	✓	✓	✓		
<b>Toilet</b>					
Doors/walls/ceiling					
Cistern					
Light fittings					
Exhaust fan					
<b>Laundry</b>					
Doors/walls/ceiling	✓	✓	✓		
Windows/screens					
Blinds/curtains					
Fans/light fittings	✓	✓	✓		
Floor/floor coverings	✓		✓		
Wash tubs	✓	✓	✓		
Washing machine/dryer	✓	✓	✓		
Power points	✓	✓	✓		

Lessor/agent initials

Tenant/s initials

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**Lessor/agent**

Comments (if any)

**Tenant/s**

Comment on lessor/agent report

General					
Smoke alarms	✓	✓	✓		
Security devices	✓	✓	✓		
Electrical safety switches	✓	✓	✓		
Hot water system		✓			
Keys/locks/remotes	✓	✓	✓		
Staircases/railings					
Wheelie & recycle bins					
Pool/equipment					
Street number/letter box	✓	✓	✓		
External walls					
Balcony/porch/deck	✓	✓	✓		
Awning/gutters					
Paving/ pergola					
Garage/car port/storeroom	✓				
Garden shed					
Gates/fences					
Grounds/garden					
External taps/hose					
Clothes line					
Solar panels					
Paths/driveway					

## Additional comments/information


## Lessor/agent

Signature	Date
Print name <b>Steve Verkerk</b>	

## Tenant 1

Signature	Date
Print name	

## Tenant 2

Signature	Date
Print name	

## Tenant 3

Signature	Date
Print name	