

Form 4
Residential Tenancies Act 1997 (Section 35(1B))

1. A condition report must be completed at the start of every residential rental agreement (rental agreement). It is important that the renter completes this report in detail as it records the state of the premises at the start of the rental agreement.

Keep the condition report in a safe place. It will help to resolve disputes over cleaning, damage, safety or missing items at the end of the agreement.

Take photos that show the condition of items, fixtures and fittings. Fixtures and fittings are items considered to be part of the premises. Photos should be taken at the beginning and at the end of the tenancy.

The renter and the residential rental provider (rental provider) or agent should sign and date all extra pages.

Renters can fill in a condition report and give it to their rental provider if they are not given one.

2. **At the start of a rental agreement** — At the start of a rental agreement and before a renter enters moves into the rented premises, the rental provider or their agent must—
- fill in, sign and date the condition report; and
 - add extra pages to the report if there is not enough room when listing items; and
 - give 2 copies of the signed report to the renter to fill in their part (or one copy if sending electronically).
3. At the start of a rental agreement, renters must fill in, sign and date the condition report within 5 business days after moving in. A completed report may help the renter verify the condition of the rented premises, if there is a later dispute about the renter's responsibility for damage or cleaning.

4. When filling out the condition report the renter should—

- include comments where they disagree with the description of an item and note anything which seems unsafe, insecurely fixed or needs repair; and

Note: where the condition report lists something needing repair, this provides the rental provider with written notice of the issue. If the rental provider does not carry out the repairs within a reasonable period of time, a renter can apply to the Victorian Civil and Administrative Tribunal (VCAT) for an order requiring the repairs to be carried out.

- take photos that show the condition of items—especially if the renter does not agree with what is on the form. Identify the location in which the photo is taken, including the date, and send a copy to the agent or rental provider together with the amended condition report; and

- tell the rental provider or their agent about any defect that could be a threat to safety. For more information on reporting safety issues, see the Renters Guide or www.consumer.vic.gov.au/renting.

5. **Correcting a condition report** — Renters may not be able to see if all of the items in the condition report are working when they fill in the report. If they subsequently find that something is not working or in poor repair, renters may apply to VCAT to correct the report. This must be done within 30 days after the start date of the agreement. VCAT may order that the condition report be amended.
6. **At the end of the agreement**—At the end of the agreement, the rental provider or their agent must—
- complete the final inspection and fill in the condition report within 10 days after the end date of the agreement; and
 - give the renter an opportunity to attend the inspection if possible; and
 - allow for fair wear and tear as this does not count as damage caused by the renter.

Note: where the renter is a victim of family or personal violence, VCAT may order that the renter is not to be held liable for any loss or damage caused by the alleged perpetrator of that violence.

Part A – Party Details**7. Dates of Condition Report**

Thursday 20/08/2026

Friday 04/09/2026

08:02 Friday 04/09/2026

19:45 Thursday 10/09/2026

8. Address of rented premises

Address:

9. Rental Provider's Details

Full name 1

10. Agent's Details

Full name:

Company Name:

Square Investments Real Estate

11. Renter's Details

Renter 1

Renter 2

Each renter that is a party to the agreement should sign this condition report.

Note: Rental providers and renters should take photos of the premises. Photos should be taken close-up to show detail regarding the structure, fixtures or fittings being photographed and at a distance for perspective. Photos should be dated, labeled and attached to this condition report, in hard copy or electronically; they should identify the location or room. Photos may be useful in a dispute about the condition of the rented premises.

Part B – Start of rental agreement Condition Report

Agent section					Renter section	
Each item has been given a column description of 'clean', 'undamaged', 'working'. Tick each column that applies to the item and make any necessary comments.					If you disagree with the agent's report of an item, make a comment in this section. You should also note anything which seems unsafe or may be an injury risk.	
Front Yard	Cln	Udg	Wkg	Agent comments <i>Cln = Clean, Udg = Undamaged, Wkg = Working</i>	Renter agrees	Renter comments
Overall				(5 360° photos, 9 photos, page 16)	✓	
Fences / front gates	✓	✓		Grey painted timber balustrade with stainless steel wire cabling and turnbuckle tensioners surrounds the deck and stairs in fair condition. Timber handrails show minor surface weathering and paint peeling on top edges. Wire cables are intact and appear correctly tensioned. (20 photos, page 23)	✓	
Letterbox	✓	✓	✓	Cream metal letterbox with a curved top mounted on a natural timber post in fair condition. Metal casing shows surface scratches, minor dents on the lid edge, and light surface rust on internal hinges. [REDACTED] (6 photos, page 25)	✓	
Water mains/Meter	✓	✓	✓	External water isolation tap and grey plastic Solis solar inverter unit mounted to the side wall in good condition. PVC conduit and fittings are securely attached with no visible cracks or loose connections. (4 photos, page 25)	✓	
Gardens/plants/trees/shrubs	✓	✓		Garden beds features red woodchip mulch and various shrubs and succulents in fair condition. Timber sleeper retaining walls are painted grey, showing some signs of timber rot and misalignment on the lower sections near the driveway. A green garden hose is left on the mulch surface. (10 photos, page 26)	✓	Many weeds growing through mulch when we moved in - see example photo. (1 photo, page 126)
Driveway	✗	✗		Concrete driveway in fair condition. Surface shows significant dark tyre marks, widespread tonal discolouration, and some minor surface cracking consistent with age and use. (5 photos, page 26)	✓	
Fuse box	✓	✓	✓	Grey metal recessed electrical meter box and an additional grey plastic external box mounted to the wall in fair condition. Surface of the metal box shows light scratches and some paint overspray. All enclosures are closed and appear securely mounted. (2 photos, page 27)	✓	
Rubbish Bins	✗	✓	✓	3x plastic mobile rubbish bins including 1x grey bin with blue lid, 1x green bin with green lid, and 1x green bin with red lid in fair condition. Bin exteriors show surface scuffs and light soiling from outdoor storage. (2 photos, page 27)	✓	
Side gates	✓	✓	✓	Hinged timber side gate and adjacent fixed panel with an arched top, finished in an orange-toned timber stain in good condition. Black metal latch and hinges are correctly fitted. Grey aluminium-framed sliding glass door provides access to the deck in good condition with no visible damage to the glass or frame. (5 photos, page 27)	✗	Adding that there are a number of loose bricks which could present a trip hazard - see photos - brick found dislodged when we moved in. Photos show rain has eroded original filler and bricks are loose or overhanging. (2 photos, page 126)
Eaves, gutters & down pipes	✓	✗		Grey metal gutters and downpipes in good condition with no visible leaks or significant debris accumulation. White painted timber eaves show some minor paint flaking and weathering on the edges. (2 photos, page 28)	✓	
Curb car space	✗	✓		Concrete curb-side parking area in fair condition. Surface shows dark staining and discolouration consistent with the main driveway. Concrete edges are intact with no major chipping. (28 photos, page 28)	✓	
Telecommunication pit / NBN box	✓	✓		Grey plastic external telecommunications enclosure mounted to the upper exterior wall in good condition. Decking boards are brown-stained timber in fair condition, showing significant fading, water staining, and wear to the protective coating. Black anti-slip strips on stair treads are peeling or missing in sections. (6 photos, page 30)	✓	
Front Door	Cln	Udg	Wkg	Agent comments <i>Cln = Clean, Udg = Undamaged, Wkg = Working</i>	Renter agrees	Renter comments
Overall				(1 360° photo, page 30)		

Front Balcony	✓	✓	✓	External timber decking in good condition with minor natural weathering. Balustrade consists of dark grey painted timber posts and rails with stainless steel wire cabling, all in good condition. Section of stairs with grey painted timber treads shows minor surface wear. (4 photos, page 32)	✗	Area was not recently cleaned - see photos. (2 photos, page 126)
Front door	✓	✗	✓	Blue painted timber hinged front door with four recessed panels and a semi-circular fanlight window at the top. The interior side is painted white. The door shows significant paint peeling and loss along the side edges, exposing the timber substrate. External timber door frame is stained brown. (2 photos, page 32)	✗	The front door external doorframe has some damage not highlighted in agents photos. See chip on front step, and some dents on LH side of external door frame. (2 photos, page 126)
Front door locks	✓	✗	✓	Antique brass-toned entry knob with integrated lock showing significant surface pitting and wear to the finish. A secondary black metal deadbolt is mounted below the knob on the interior side. (3 photos, page 32)	✓	
Security Screen door	✓	✗	✓	Brown metal-framed security screen door with diamond pattern mesh. The frame shows surface scratches and minor paint wear, particularly around the handle area. No mesh. (13 photos, page 32)	✓	
Security door locks	✓	✗	✓	Whitco brand brown metal lever handle and integrated key lock fitted to the security screen door, showing visible surface scuffing and wear to the powder-coated finish. New lock installed.	✓	
Hallway door	✓	✓	✓	2x white painted timber double doors with small round silver knobs in good condition.	✓	
Walls	✓	✗		Off-white painted walls throughout. Fair condition with several distinct horizontal scuff marks and small clusters of indentations/holes where a previous fitting has been removed. (4 photos, page 34)	✓	
Skirting Boards	✓	✓		White painted timber skirting boards in good condition, following the perimeter of the timber flooring. Dark grey painted timber floor trims are present on the external landing. (2 photos, page 34)	✓	
Picture hooks	✓	✓		Single gold-toned metal picture hook secured to the hallway wall in good condition. (1 photo, page 34)	✓	
Windows	✓	✓	✓	Fixed timber-framed highlight windows and a semi-circular fanlight in the front door. External areas feature dark grey painted timber-framed windows. All glass is intact and in good condition. (3 photos, page 34)	✓	
Ceiling	✓	✓		White painted timber-clad ceiling with exposed structural beams in good condition. External porch area features a corrugated translucent plastic roof panels on a dark timber frame, showing significant accumulation of dirt and organic debris. (3 photos, page 34)	✓	
Light fittings	✗	✓	✓	3x pendant lights with tapered frosted glass shades on a silver track in the hallway. External wall-mounted light switch in a cream plastic housing shows significant discolouration and weathering. (1 photo, page 35)	✓	
Floor coverings	✓	✓		Light-toned natural timber floorboards throughout the interior in good condition. External timber landing and door sill show weathering and green organic growth accumulation. (2 photos, page 35)	✓	
Power points & light switches	✓	✓		External grey metal electrical box housing a smart meter and circuit breakers. A separate external grey plastic isolation switch is mounted to the wall. All components show outdoor weathering and light dust. (3 photos, page 35)	✓	
Built in cupboard	✓	✓	✓	Double-door built-in linen or storage cupboard with white painted timber doors and silver knobs in good condition.	✗	Condition of interior of cupboard is not clean or in good condition. Also the knobs are wooden not silver - see photos. But agent mentions this in other sections. (2 photos, page 126)
Smoke Alarm	✓	✓		White circular smoke alarm centrally mounted on the hallway ceiling.	✓	
Stairs	✗	✓		External timber stairs with 5x treads painted in dark grey. Fair condition with visible surface wear and leaf debris accumulation on the steps. (2 photos, page 35)	✓	
Top Level Lounge	Cln	Udg	Wkg	Agent comments <i>Cln = Clean, Udg = Undamaged, Wkg = Working</i>	Renter agrees	Renter comments
Overall				(2 360° photos, 1 photo, page 36)	✓	

Doors/Arch	✓	✓	✓	White painted timber hinged door with silver lever handle in good condition. White painted double cupboard doors with round timber knobs in good condition. Arched openings are finished with white painted architraves, in good condition.	✗	There is existing damage to the inside of the front doorframe - see photo. (1 photo, page 127)
Walls	✓	✗		Off-white painted walls throughout in fair condition. Visible scuff marks and small stains are present on several wall surfaces, with a distinct peeling paint defect on the corner edge of a wall near the floor. Interior cupboard walls show heavy scratching and scuffing across the back and side panels. (15 photos, page 38)	✓	
Skirting boards	✓	✓		White painted timber skirting boards and matching architraves in good condition. A small silver-toned metal doorstop is fitted to the skirting board in the hallway area, in good condition. (3 photos, page 40)	✓	
Picture hooks	✓	✓		Single white plastic picture hook attached to the upper section of a white painted surface in good condition. (1 photo, page 40)	✓	
Windows	✓	✓	✓	2x fixed skylight windows with timber-toned frames built into the raked ceiling in good condition. Large timber-framed mirror with rounded edges mounted to the wall in good condition. (4 photos, page 40)	✓	
Fly Screens				None installed (1 photo, page 41)	✓	
Blinds/curtains				Mine installed to upper level (1 photo, page 41)	✓	
Ceiling	✓	✓		White painted timber panelled raked ceiling with exposed beams in good condition. White painted cornices fitted to the flat ceiling sections in good condition. (3 photos, page 41)	✓	
Light fittings	✓	✓	✓	3-light pendant fitting with brushed metal bar and conical frosted glass shades in good condition. Additional single light fitting with white globe visible in the adjacent hallway. (5 photos, page 41)	✗	3-light pendant fitting not cleaned - see photo. (1 photo, page 127)
Floor coverings	✓	✓		Light-toned timber floorboards throughout in fair condition. Surface shows some tonal variation and light scuffing consistent with age. A small dark mark is visible on the boards near the cupboard base.	✓	
Power points & Light Switches	✓	✓		White plastic double powerpoint in good condition. White plastic light switch panel located on the wall in good condition.	✓	
Heating/Cooling	✓	✓	✓	Grey metal rectangular floor vent grille in good condition, positioned near the wall.	✓	
Alarm sensor	✓	✓		None installed (1 photo, page 41)	✓	
Kitchen	Cln	Udg	Wkg	Agent comments <i>Cln - Clean, Udg - Undamaged, Wkg - Working</i>	Renter agrees	Renter comments
Overall				(2 360° photos, 4 photos, page 42)	✓	
Doors/Arch	✓	✓	✓	White painted timber hinged door with a silver-toned metal lever handle and matching silver hinges in good condition. White painted architraves and door frame show minor marks consistent with age.	✓	
Walls	✓	✗		Off-white painted walls in fair condition with numerous scuffs, small grey marks, and indentations observed throughout. A small brown spot approximately 0.5 cm is located on the wall near the floor. (44 photos, page 45)	✓	
Picture hooks				(1 photo, page 48)	✓	
Skirting boards	✓	✗		White painted timber skirting boards in fair condition with numerous scuffs and dark marks at the floor join. Significant paint chipping and wear are present at the base of the white laminate cabinetry kicks. (12 photos, page 48)	✓	
Windows	✓	✗	✓	White painted timber-framed casement and fixed windows in poor condition. Casement windows have black metal winders and latches. Frames show significant paint peeling and wood rot along the sills. Glass panes have light streaks and residue. (15 photos, page 49)	✓	
Fly Screens				None installed (1 photo, page 50)	✓	
Ceiling	✓	✓		White painted timber-clad raked ceiling with exposed beams in fair condition. No visible cracks or major defects; however, minor surface marks are present near the corners. (13 photos, page 50)	✓	

Back Porch	✗	✗	✓	Timber deck with weathered red-toned stain in fair condition with visible scratches and fading across the surface. Timber steps are in poor condition with significant decay, moss growth, and detached non-slip strips. Timber pergola structure with clear corrugated plastic roofing is in fair condition with visible leaf debris and algae buildup. Grey timber weatherboard exterior walls are in fair condition with several small drill holes, areas of peeling paint, and a section of damaged board near the sub-floor access. Sub-floor area is enclosed by grey painted timber slats, with one slat detached and several gaps present. White plastic downpipe and brass garden tap with a double outlet adaptor are in good condition. (43 photos, page 115)	✓	
Rear & Side Gates/fences	✓	✗	✓	Arched timber picket gate with red-toned stain and black metal frame in fair condition, with minor weathering to the timber panels. Timber-framed garden gate with wire mesh infill in poor condition, showing significant rot and silver-toned hinges with surface corrosion. Wire mesh fencing with timber and metal T-post supports is in fair condition with some sections appearing loose and weathered. (8 photos, page 118)	✓	
Hot water system. Type/Make/Model & Serial	✗	✓	✓	Grey metal Bravis gas heating unit located in the sub-floor area in fair condition with visible surface dust and debris accumulation. (2 photos, page 119)	✓	
Clothes line	✓	✓	✓	Galvanised metal rotary clothesline in fair condition with visible surface weathering, set into a circular gravel base bordered by rocks. (3 photos, page 119)	✓	
Back and side lawns, garden beds & shrubs/trees	✓	✗		Lawn areas are in fair condition with uneven growth and some bare patches. Garden beds are bordered by weathered timber sleepers, some of which show significant decay and are detached from the structural posts. One bed contains red woodchip mulch. A gravel fire pit area is present with timber bench seating on stump supports. Several shrubs and trees are present throughout the area in good condition. (24 photos, page 120)	✗	Shrubs are in a range of conditions, and certainly not all good. See some example photos of struggling cistus and camellia. We will however, look after the garden of course. (3 photos, page 129)
Water tanks				(4 photos, page 121)	✓	
Storage shed	✗	✗	✗	Small galvanised metal garden shed announcing tenancy. Sub-floor storage area is accessible via a timber slat gate and has a brick-paved floor section in fair condition. (29 photos, page 121)	✓	
Minimum Standards	Cln	Udg	Wkg	Agent comments <i>Cln = Clean, Udg = Undamaged, Wkg = Working</i>	Renter agrees	Renter comments
Locks: The property's external entry doors must have functioning deadlatches or be fitted with locks that can be unlocked with a key from the outside but can be unlocked without one from the inside. The only cases where a deadlatch doesn't have to be fitted to a door are when: a door cannot be secured with a deadlatch - for example, because of its position it is a screen door in the same door frame as an external door a different type of lock or device is required under another Act or law the door is not directly accessible because there is another type of security barrier, such as a locked door to an apartment building, or a locked gate the property is registered under the Heritage Act 2017 and has an approved exemption from the standard.	✓	✓	✓	Compliant.	✓	