

Mid-Term Inspection



E1 Inventories

emily.joyce@e1inventories.co.uk

Property inspected by A. Clerk

Address

123 Preview Street
Sample City
London
AB1 2CD



Carried Out

**March
3rd 2025**

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GENERAL GUIDANCE NOTES for TENANT

Guide to Definitions

Brand new;

Good condition: no defects to note and in good working order;

Good used condition: minor defects as noted, no impediment to function;

Fair condition: multiple defects as noted, functional, but may require cosmetic maintenance;

Poor condition: significant defects and not functioning correctly - not fit for purpose.

Guidance notes:

1. An independent inventory clerk will conduct the **Check-Out** at the end of the tenancy. The property must be ready to be handed over along with the keys at the appointed time. If you are not ready to leave it will not be possible to conduct the check-out and a charge for cancellation will be incurred.

2. It is expected that the property will have been restored to its original condition with any professional cleaning and repairs completed. All personal items should be removed prior to the inspection.

All items should be returned to the position indicated on the Inventory report. Any items packed away for the duration of the tenancy should be unpacked, cleaned and returned to their original position - failure to do so could result in an item being marked as 'Not seen' and a replacement liability added, which could be deducted from the Security Deposit. The landlord or managing agent must be informed of any items removed from, or added to, the property, and any maintenance issues during the tenancy should be clearly catalogued in writing. The clerk will not be aware of these agreements unless specifically advised.

3. All crockery, glass, cookware and kitchen utensils should be clean and accessible. Beds should not be made up as the mattresses need to be inspected. Bedding and linen should be cleaned and placed neatly in the appropriate room. Unlaundered linen will not be checked and may incur a cleaning liability. Failure to comply with the above may incur a charge for repositioning or reconnecting items or equipment.

4. The Inventory and Check-in/Schedule of Condition report will be used for comparison and any variances and discrepancies (see notes below on most common **discrepancies**) in the general condition of the property and its contents will be noted.

5. Normal "fair wear and tear" is assessed generally on the length of the tenancy and the type of occupancy.

6. **Discrepancies:**

Below is a list of the most common areas and it would be in the best interests of the tenant to pay particular attention to these:

- Carpets and flooring: Spotting, staining, soiling, heavy shading, burn marks, heavy scratches/scrape marks;
- Furniture damage: Soiling, staining, breakage, ring and scratch marks, water or liquid marks, dents and chip marks, potential claw scratches;
- Curtains: Discoloured due to smoke, torn or not freshly cleaned;
- Fireplace: Unauthorised use, chimneys not swept, damage to mantel;
- Mattresses: Staining, rips;
- Linen: Soiling, staining, not freshly cleaned, tears;
- Garden: unless otherwise informed it is the responsibility of the tenant to maintain gardens and outside areas. This includes the cutting of the lawns, weeding the beds according to the season.

7. **Cleaning:**

Apart from the day-to-day cleaning which tenants are expected to undertake, listed below are the most common areas missed at the end of tenancy and which will be noted in the **check-out** report:

- All paintwork, skirting boards, picture rails;
- Ceramic tiles in kitchens and bathrooms;
- Lime-scaling to taps, shower-heads and surrounding areas (note: heavy limescale causes a Legionella Risk and may result in shower-head replacement, you are advised to clean regularly);
- Carpets and flooring, including underneath heavy furniture, please arrange steam cleaning with your cleaning company where appropriate;
- Kitchen units, cupboards and drawers – inside and out;
- All kitchen appliances inside and out, including shelving and all rubber seals;
- Defrosting freezer and freezer compartment (usually tenant responsibility prior to cleaning company arrival, check with cleaning contractor);
- Soap dispensers and filters of washing machine and dishwasher;

- Extractor fans and cooker hoods including filters;
- Air vent filters (Vent Axia, NuAire for example) should be cleaned every 6 months and replaced annually;
- Ceiling / wall light fittings, shades and bulbs;
- Windows: cleaned to interior, and exterior where accessible (and not a Building Maintenance responsibility, ie, in a high rise building);
- Note that cleaning of balconies is usually at an additional cost and should be arranged with your cleaning company.

8. Utilities

It is the responsibility of the tenant to ensure they have informed Utility companies of the end of contract – note that you are responsible for payment of bills until the end of tenancy date even if you vacate the property prior to that. Please contact your managing agent for assistance if needed.

9. Mid Term Inspections

All mid term inspections carried out by E1 Inventories also include information pertaining to Selective Licence compliance checks.

Disclaimers

This Inventory and the following report is intended as an informative guide to help both the Landlord and the Tenant.

All concerned parties have 7 days from receipt of the inventory (other than in exceptional pre-advised circumstances) to revert with any comments and/or their agreement. Non receipt of any comments will be taken as full agreement with the findings and the report will be automatically closed after 15 days; this may affect any disputes at the time of check out which E1 Inventories cannot be held responsible for.

Submissions for amendments must be made in writing to ensure a clear audit trail and can be sent via email to bookings@e1inventories.co.uk/ emily.joyce@e1inventories.co.uk or added to the report where applicable.

1. All electrical appliances and machinery have only been tested, where practicable, for power. Any defects in normal running should be reported as soon as possible after move in.
2. Where easily accessible or advised prior to the appointment we will take meter readings. However, E1 Inventories are not responsible for the absence of these readings if the access is obstructed or location unclear. Where applicable application will be made by the clerk and E1 Inventories to concierge to gain those meter readings accessible by building maintenance only.
3. This Inventory only extends to readily accessible places: overcrowded drawers or cupboards and items left in cellars, attics and locked rooms / cupboards will not be included, nor will heavy furniture be moved. Large amounts of miscellaneous crockery and cutlery will not be listed individually, unless prior arrangements have been agreed. Standard practice is to list complete dinner services only.
4. Contractual terms listed in the Tenancy Agreement overrule the opinion of the Inventory Clerk.
5. Safety Disclaimer: this Inventory relates only to the furniture, furnishings and all Landlord's equipment and contents in the property. It is no guarantee of, or report on, the adequacy or safety of any such equipment or contents, merely a record that such items exist in the property as at the date of the Inventory and the superficial condition of same.
6. The Fire and Safety Regulations regarding Furnishings, Gas, Electrical and similar services, the provision of safety certificates and tested smoke alarms are ultimately the responsibility of the Instructing Principal. The clerk will test smoke alarms at the time of inspection. Tenants should test them regularly during the tenancy and replace batteries accordingly.
7. This Inventory provides a fair and accurate record of the contents, and condition of the contents of the property as well as the property's internal condition. The clerk preparing the Inventory is not an expert in fabrics, woods, materials, antiques etc, nor a qualified surveyor. The Inventory should not be used as an accurate description of furniture and equipment, nor as a structural survey report. Descriptions are for identification purposes only for comparison at check-out.
8. Where no liability is assigned at check-out any additional remarks made by the clerk regarding conditions are considered to be fair wear and tear (FWT), unless otherwise stated.

1. PROPERTY INFORMATION

Ref	Name	Description	Additional Comments
1.1	Instructing Authority	Agent	
1.2	Time of Visit	09.00 AM	
1.3	Weather Condition(s)	Sunny	
1.4	Access to Property	Gained via tenant	
1.5	Tenant(s) Present	Yes; Number of tenants present at time of inspection: 1	

2. SUMMARY OF REPORT

Ref	Name	Description	Additional Comments
2.1	General Comments	2 bedroom, 1 bathroom in good overall condition; Good to fair decorative order	
2.2	Areas to Note	As noted in report	

3. SMOKE & CARBON MONOXIDE ALARMS

Ref	Name	Location Floor & Room	Test Result	Additional Comments
3.1	Smoke / Heat Sensor Alarm(s)	Hallway	Alarm tested for power only. Audible alarm noted	
3.2	Smoke / Heat Sensor Alarm(s)	Kitchen	Has recently stopped working; Tenant will replace battery	



Ref # 3.1



Ref # 3.2

4. HEALTH AND SAFETY

Ref	Name	Answer	Comments	Additional Comments
4.1	Are all required alarms present and fitted in the correct areas?	Yes		

4. HEALTH AND SAFETY (CONT.)

Ref	Name	Answer	Comments	Additional Comments
4.2	Are all fire exits and escape routes clear and accessible?	Yes		
4.3	Are there fire doors at the property?	Yes		
4.4	Are there fire labels present on all furniture? (please photograph)	N/A	Unable to inspect due to tenant belongings; All furniture belongs to tenant	
4.5	Are there any obvious fire hazards? (eg. overloaded sockets, blocked exits)	No		

5. ELECTRICAL AND PLUMBING

Ref	Name	Answer	Comments	Additional Comments
5.1	Does the tenant confirm all electrical sockets are working?	No	Shaver socket not working; Hallway socket not working (informed by tenant that this was previously a socket for an electric radiator) Needs Maintenance	
5.2	Are there any exposed wires or broken sockets?	No		
5.3	Does the tenant confirm that the boiler is functioning correctly? (hot water and heating)	Yes		


6. SMOKING

Ref	Name	Condition	Comments	Additional Comments
6.1	Are there any signs of smoking within the property or within property boundaries?	No		
6.2	Are there any indications of smoking odours?	No	Neutral smell - no indications	

7. PETS

Ref	Name	Condition	Comments	Additional Comments
7.1	Is there any evidence of pets at the property or within property boundaries?	Yes	Hamster and cage in Bedroom 2	
7.2	Are there any indications of pet odours?	No	Neutral smell - no indications	

7. PETS (CONT.)

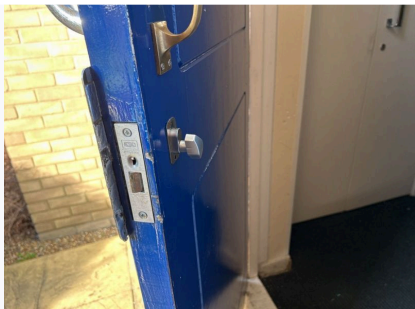
Ref	Name	Condition	Comments	Additional Comments
 <p>Ref # 7.1</p>				

8. TENANT COMPLIANCE

Ref	Name	Condition	Comments	Additional Comments
8.1	Are there any signs of unauthorised occupancy within the property? (eg. any beds made up in Reception, suitcases or additional clothes storage in a room other than a bedroom)	No		
8.2	Any evidence of anti-social behaviour?	No		
8.3	Do tenants know the location of the bin store and collection times/days?	Yes		
8.4	Do the tenants know how to contact the managing agent?	Yes		

9. TENANT GENERAL COMMENTS

Ref	Name	Condition	Additional Comments
9.1	Do the tenants have any general observations about the property or building (eg. hallways, lift areas, maintenance to communal areas)?	Communal areas are not being cleaned; Foxes on property disturb and scatter rubbish; Noted when arriving and departing that the communal door was not closed, and the catch appears to be not working	



Ref # 9.1

10. EXTERIOR OF PROPERTY/WINDOWS/DOORS

Ref	Name	Condition	Comments	Additional Comments
10.1	Are any windows broken or cracked / in need of re-decoration?	No		
10.2	Are any doors damaged or broken / in need of re-decoration?	Yes	Some cracking and dents to door surround on left	
10.3	Are there any maintenance issues to be addressed?	No		
10.4	Do all windows open correctly and have keys present?	N/A		
10.5	Is there any graffiti to the exterior of the building?	No		
10.6	Areas to note	No		



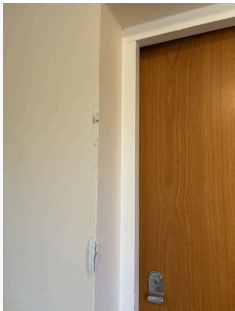
Ref #10



Ref #10



Ref #10



Ref # 10.2

11. ENTRANCE/HALLWAY/STAIRS/LANDING

Ref	Name	Condition	Comments	Additional Comments
11.1	Are there any obvious water leaks?	No		
11.2	Are there any signs of damage, damp or mould to walls or ceilings?	No		
11.3	Is the area being adequately ventilated?	Yes		

11. ENTRANCE/HALLWAY/STAIRS/LANDING (CONT.)

Ref	Name	Condition	Comments	Additional Comments
11.4	Is the standard of cleaning acceptable?	Yes	Condition consistent with use	
11.5	Are there any indications of pet / smoking / cooking / odours?	No	Neutral smell - no indications	
11.6	Is there any evidence of pest infestation? (rodents, flies, moths)	No		
11.7	Are any windows or doors broken or cracked / in need of re-decoration?	Yes	Some door frames cracked	
11.8	Areas to note	Yes	Storage cupboard door does not close; Mirror mounted on wall	



Ref #11 - Mirror mounted to wall



Ref #11 - Storage cupboard door not closing fully



Ref #11



Ref #11



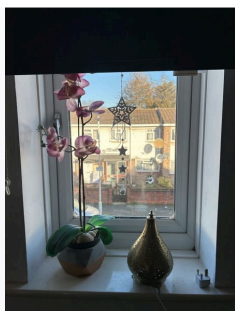
Ref #11

12. RECEPTION

Ref	Name	Condition	Comments	Additional Comments
12.1	Are there any obvious water leaks?	No		
12.2	Are there any signs of damage, damp or mould to walls or ceilings?	No		
12.3	Is the area being adequately ventilated?	Yes		
12.4	Is the standard of cleaning acceptable?	Yes	Condition consistent with use	

12. RECEPTION (CONT.)

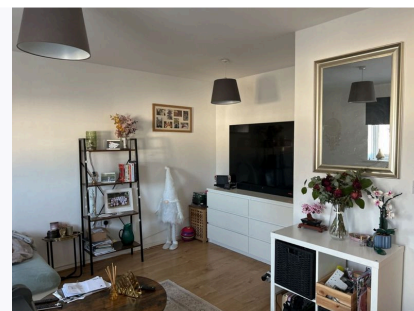
Ref	Name	Condition	Comments	Additional Comments
12.5	Are there any indications of pet / smoking / cooking / odours?	No	Neutral smell - no indications	
12.6	Is there any evidence of pest infestation? (rodents, flies, moths)	No		
12.7	Are any windows or doors broken or cracked / in need of re-decoration?	No		
12.8	Areas to note	Yes	Artwork, mirror and clock mounted on wall	



Ref #12



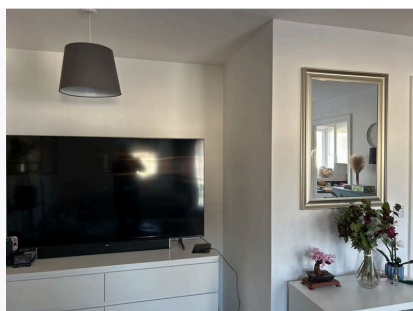
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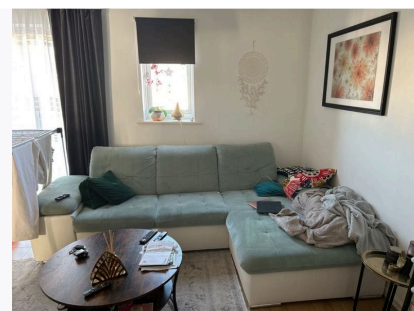
Ref #12



Ref #12



Ref #12



Ref #12



Ref #12

13. KITCHEN

Ref	Name	Condition	Comments	Additional Comments
13.1	Are there any obvious water leaks?	No		

13. KITCHEN (CONT.)

Ref	Name	Condition	Comments	Additional Comments
13.2	Are there any signs of damage, damp or mould to walls or ceilings?	Yes	Discoloured patch above hob; Cracking to window surround	
13.3	Is the area being adequately ventilated?	Yes		
13.4	Is the standard of cleaning acceptable?	Yes	Condition consistent with use	
13.5	Are there any indications of pet / smoking / cooking / odours?	No	Neutral smell - no indications	
13.6	Is there any evidence of pest infestation? (rodents, flies, moths)	No		
13.7	Are all appliances tested for power?	Yes		
13.8	Are there any signs of blockage to drains when taps are run?	No		
13.9	Is the water pressure adequate?	Yes		
13.10	Are any windows or doors broken or cracked / in need of re-decoration?	No		
13.11	Areas to note	No		



Ref #13



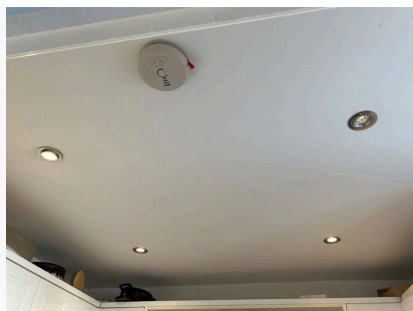
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Ref #13



Ref #13


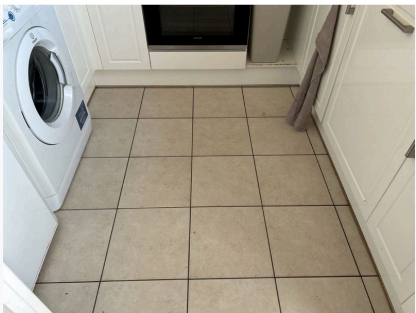
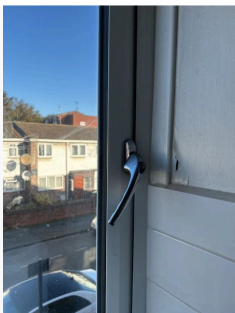





Ref #13



Ref #13

13. KITCHEN (CONT.)

Ref	Name	Condition	Comments	Additional Comments
				
				
				
				
				
				

14. BATHROOM

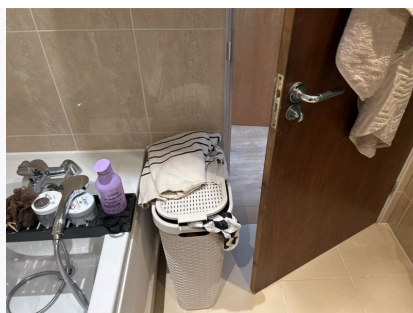
Ref	Name	Condition	Comments	Additional Comments
14.1	Are there any obvious water leaks	No		
14.2	Are there any signs of damage, damp or mould to walls or ceilings?	No		
14.3	Is the area being adequately ventilated?	Yes		
14.4	Is the standard of cleaning acceptable?	Yes	Condition consistent with use	
14.5	Is there any evidence of pest infestation? (rodents, flies, moths)	No		

14. BATHROOM (CONT.)

Ref	Name	Condition	Comments	Additional Comments
14.6	Are there any indications of pet / smoking / odours?	No	Neutral smell - no indications	
14.7	Are there any signs of blockage to drains when taps are run?	No		
14.8	Is the water pressure adequate?	Yes		
14.9	Does the toilet flush correctly?	Yes		
14.10	Is there any evidence of excessive limescale or mould build up to shower/ basin/bath areas?	No		
14.11	Are any windows or doors broken or cracked / in need of re-decoration?	No		
14.12	Is the extractor fan working?	Yes		
14.13	Areas to note	Yes	Towel rail is not heating to top section; 1 light surround loose from ceiling; Over door hooks	



Ref #14



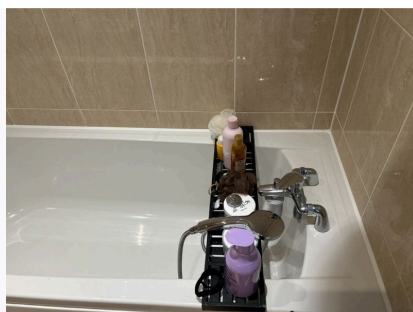
Ref #14



Ref #14



Ref #14










Ref #14



Ref #14

14. BATHROOM (CONT.)

Ref	Name	Condition	Comments	Additional Comments
<div><div><p>Ref #14</p></div><div><p>Ref #14</p></div></div>				
<div><div><p>Ref # 14.9</p></div><div><p>Ref # 14.12</p></div><div><p>Ref # 14.13</p></div></div>				
<div><div><p>Ref # 14.13</p></div><div><p>Ref # 14.13</p></div></div>				

15. BEDROOM 1

Ref	Name	Condition	Comments	Additional Comments
15.1	Are there any obvious water leaks?	No		
15.2	Are there any signs of damage, damp or mould to walls or ceilings?	No		
15.3	Is the area being adequately ventilated?	Yes		
15.4	Is the standard of cleaning acceptable?	Yes	Condition consistent with use	
15.5	Is there any evidence of pest infestation? (rodents, flies, moths)	No		

15. BEDROOM 1 (CONT.)				
Ref	Name	Condition	Comments	Additional Comments
15.6	Are there any indications of pet / smoking / cooking / odours?	No	Neutral smell - no indications	
15.7	Are any windows or doors broken or cracked / in need of re-decoration?	No		
15.8	Areas to note	Yes	Artwork and stickers mounted to wall; Over door hooks	



Ref #15



Ref #15



Ref #15



Ref #15



Ref #15



Ref #15



Ref #15



Ref #15

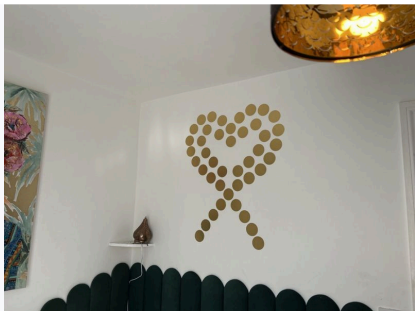
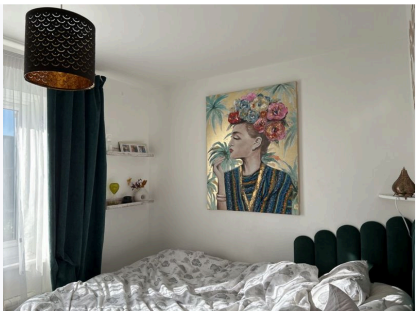


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Ref #15

15. BEDROOM 1 (CONT.)

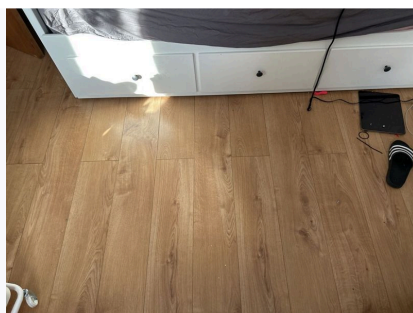
Ref	Name	Condition	Comments	Additional Comments
				
				
	Ref # 15.8		Ref # 15.8	

16. BEDROOM 2

Ref	Name	Condition	Comments	Additional Comments
16.1	Are there any obvious water leaks?	No		
16.2	Are there any signs of damage, damp or mould to walls or ceilings?	No		
16.3	Is the area being adequately ventilated?	Yes		
16.4	Is the standard of cleaning acceptable?	Yes	Condition consistent with use	
16.5	Is there any evidence of pest infestation? (rodents, flies, moths)	No		
16.6	Are there any indications of pet / smoking / cooking / odours?	No	Neutral smell - no indications	
16.7	Are any windows or doors broken or cracked / in need of re-decoration?	Yes	Large gapping to window on left hand side when fully closed; Crack to surround edge on left	
16.8	Areas to note	Yes	Artwork mounted to wall; Over door hooks	







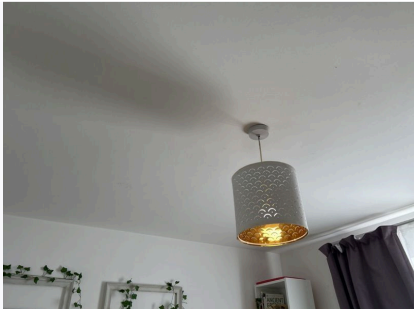


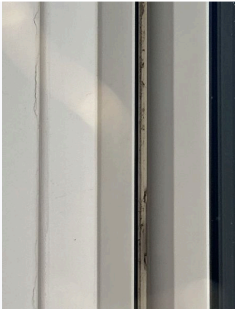

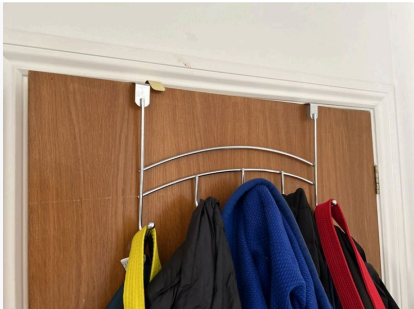
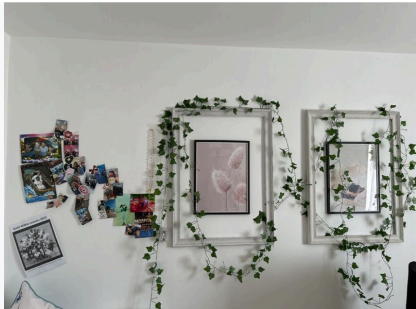
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Ref #16



Ref #16

16. BEDROOM 2 (CONT.)				
Ref	Name	Condition	Comments	Additional Comments
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16. BEDROOM 2 (CONT.)				
Ref	Name	Condition	Comments	Additional Comments
<div><p>Ref # 16.8</p></div>				

Miscellaneous Responsibilities		
Ref	Action Required	Comments
5.1 Electrical and Plumbing » Does the tenant confirm all electrical sockets are working?	Needs Maintenance	Shaver socket not working

Declaration

I/We the below named, affirm that if I/we do not comment on the Inventory in writing within seven days of receipt of this Inventory then I/we accept the Inventory as being an accurate record of the contents and condition of the property regardless of signing.