



Check Out Report

Flat 1
The Street
The Road
The Town
ABC 123

Company: Open House Inventories

Inspected by: Clerk

Date of Inspection:

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GENERAL NOTES

This report has been prepared noting the condition of decoration, woodwork, carpets, curtains and all fixtures and fittings and provides a fair and accurate record of the properties internal condition.

Please note that we are unable to lift heavy items of furniture or test appliances, Property left in lofts, cellars and locked rooms, which has not been inventoried is the sole responsibility of the landlord.

We strongly recommend that the landlord or his representative re-visits the property before release of the deposit.

Photographs – any included below have been taken at time of the inspection to give a visual indication of damage/cleaning issues as listed on this report.

Decor - This property is decorated to a good standard except where noted.

Curtains - The curtains are all clean except where note.

Appliances - All sockets and switches are intact unless otherwise noted.

Windows - The windows are clean except where noted.

Light Bulbs - It is the Tenant's responsibility to supply replacement light bulbs and batteries, when necessary. Permission must be sought for installation of any further TV/satellite services or telephone lines.

Smoke/Carbon Monoxide Alarms - All alarms will be button tested on inspection unless otherwise stated.

Glossary of Terms

- Brand new, unused condition - Still in wrapper or with new tags/labels attached.
- Good condition - Signs of slight wear, generally lightly worn. Fair condition - Signs of age, frayed, small light stains and marks, discolouration.
- Poor Condition - Extensive signs of wear and tear, extensive stains/marks/tears/chips. Still functional.
- Very Poor Condition - Extensively damaged/faulty items, large stains, upholstery torn and/or dirty, pet odours/hairs.
- Professionally cleaned - Everything immaculate, sparkling and dust free, appliances and sanitary ware spotless. Carpets steam cleaned, vacuumed. Floors swept. All furniture in order and clean. Linen freshly laundered.
- Good domestic clean - Flooring vacuumed and swept. Appliances cleaned and free of loose dirt. Some carbon deposits to appliances may be visible but no loose debris or grease to the touch. Dust may be visible to areas not often seen - cupboards, tops of door frames etc. Sanitary ware in clean condition - no dust/soap deposits/loose hairs etc
- Average domestic clean - Domestic clean, but signs of dust to woodwork, kitchen units marked, appliances need additional cleaning. Carpets vacuumed and floors swept. Dust/hairs to sanitary ware - requiring further cleaning.
- Poorly cleaned - Carpets need vacuum, all items dusty or dirty, kitchen and bathrooms require further cleaning to either a good domestic standard or to a professionally clean standard as applicable.
- Not clean - Property requires cleaning to a good domestic standard or professional standard to make available for next tenant as applicable.

GUIDELINES FOR LANDLORDS AND TENANTS

Please note that the inventory clerks are not responsible for the following:

1. Testing showers / taps
2. Testing appliances
3. Moving furniture
4. Checking electrical items
5. Opening windows
6. Flushing toilets
7. Checking heating systems / radiators
8. Checking alarms
9. Inspecting loft contents
10. Removing and inspecting boxed items – it is the duty of the landlord / tenant to have all accountable items ready to check
11. Specifying names of plants / shrubs and trees – a general description will be made.
12. Please ensure that instruction manuals are at the property for the tenants use. Please ensure that all keys are tagged.

Checkout Procedures

1. All items should be placed in the rooms described on the inventory,
2. All china, glassware, crockery, kitchen utensils etc should be clean and accessible.
3. Anything packed away for the duration of the tenancy must be unpacked, cleaned and placed in the correct location.
4. It is expected that the property will be in a condition of cleanliness no worse than that at the start of tenancy
5. All keys must be available and clearly labelled.
6. You must be ready to vacate the property, with personal items removed, and hand over any keys at the appointed time.

The following notes have been written to help facilitate a problem free tenancy. Should the Inventory Clerk have to search for missing items, It may result in charges being made to the tenant. Heavy items of furniture that have been moved should also be returned to their original positions. The Managing Agent or Landlord must be informed of any items removed or added to the property. Failure to do so may result in charges being made for the replacement of items removed. Tenants are advised that inventory checkout will take place within 48 hours of their departure and that it is in their best interest to be present. At this time, the property must be ready to be handed back and the keys returned.

During winter months, heating should be left on low, on vacation. On vacation of the property, all items must be returned to the same position that they were at the outset in order to facilitate an easy check and avoid delays in the checking procedure.

Please note that the property must be left for like condition on departure. Appliances must be cleaned thoroughly, including defrosting freezer. All rubbish and non-inventory items must be removed from the premises.

Cleaning

To a standard that shows there is no trace of your occupancy for the new tenants. For example, this means that there should be no loose peas left in the freezer, no tissues or crumbs under furniture cushions or finger marks around light switches. This is achievable without a professional company being employed but if you do not have the time your agent can recommend professional cleaners to help either before or just after you vacate. In particular: Sanitary ware, windows, hard floors, woodwork, cooker hoods, ovens, hob, kitchen appliances (including units), shelves, refrigerators, wardrobes, drawer units and bedding.

Carpets

All carpets should be thoroughly vacuumed. Depending on the agreement and / or length of tenancy, they should be professionally cleaned. You will be charged to clean any staining or soiling. Compensation costs will be made towards any further damage such as cigarette / iron burns or stains. If a carpet is badly marked or damaged you may be charged for part or all of the cost of a replacement.

Crockery, China, Utensils

These items will be checked for soiling, chips, burn marks, loose handles to pans or any other damage. If damage has occurred beyond reasonable wear and tear, compensatory costs will be added to the Check Out Report.

Decorations

It is accepted that during day-to-day living a few marks and scuffs will appear on walls and woodwork. However, should the marking be found excessive, charges will be added to the Check Out Report. For example: hooks and nails driven in to walls without permission, excessive furniture rubbings, pencil or crayon marks, tears to wallpaper, excess damage to woodwork.

Beds

Beds, bases, mattresses and pillows will be examined for staining and damage not previously recorded on the inventory. Charges will be made in the form of cleaning or compensation or a percentage of the replacement cost as appropriate. Any linen should be left washed and pressed.

Polished Furniture

Polished furniture will be checked for scratches, ring marks, soiling and damage to joints, charges will be made as appropriate. Repair costs and re-polishing charges are high. It is in your interest to take steps to protect the furniture with place mats etc. Description Condition as at Insert C/In Date Check Out Comments

Soft Furnishings

It is expected that these will be in a similar condition to the start of the tenancy. Any staining or soiling discolouration will attract cleaning charges.

Keys

Please note that all sets of keys (as noted on the original inventory) must be returned at the time of Check Out. Failure to comply may result in the Check Out appointment being aborted, the cost of which will be chargeable to you plus a new set of locks and keys.

Gardens

If the landlord has not employed a gardener at the property, you will be required to maintain the garden. This will include the cutting of lawns, weeding of any beds, and maintaining the garden according to the season. This may include trimming bushes and shrubs, but it is suggested that this is confirmed with the Managing Agent prior to taking any action as specialist treatment may be required. If the standard of the garden is found untidy, compared to the commencement of the tenancy, most Managing Agents or Landlords will employ a contract gardener and their account will be added to your Check Out Report.

1. Meters

Item	Serial Number	Reading at Check In	Reading at Check Out
1.1 Gas Meter	Serial – G4A0280193 1001 Location – located in communal cupboard on the right	02230	02522
1.2 Electric Meter	Serial - D0337159 Location – communal cupboard in the hall to left me to marked flat three	37178	38513



Ref # 1.1



Ref # 1.2

2. Smoke/Carbon Monoxide Alarms

Question	Answer at Check In	Answer at Check Out	Comments
2.1 Is There A Smoke Detector On Every Floor? Tested?	Yes	As Check In	
2.2 Is There A Carbon Monoxide Alarm For Solid Fuel Burning Appliance(s)? Tested?	Yes	As Check In	

3. Safety / General Requirements

Question	Answer at Check In	Answer at Check Out	Comments
3.1 BLINDS - Where Fitted Are Cords Secured (2014 Legal Requirement)?	N/A	As Check In	
3.2 FIRE LABELS - Where Applicable Are Fire Labels Seen?	N/A	As Check In	
3.3 GAS SAFETY CERTIFICATE - Where Applicable Is This In Property?	Yes	As Check In	

3. Safety / General Requirements (Cont.)

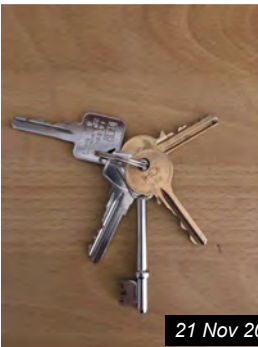
3.4 WATER OUTLETS RUN?	Yes	As Check In
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4. Manuals

Item	Description
4.1 Household Appliance Manuals Present?	Black folder in kitchen containing instructions for boiler and kitchen appliances

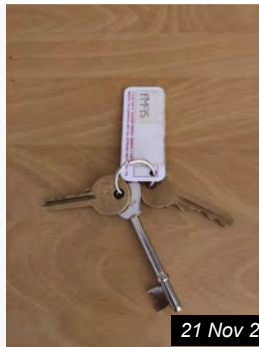
5. Keys

Item	Description
5.1 Keys Handed To Tenants / Returned	<p>1 set consisting of:</p> <p>1X front door Yale key 1X front door mortise key 1X communal Yale key; All keys accounted for</p> <p><i>Please note back door key located on bunch;</i></p>
5.2 Management Keys	<p>1 set consisting of:</p> <p>2X communal Yale keys 1X front door Yale key 1X front door mortise key</p> <p>1X miscellaneous Yale key 1X miscellaneous mortise key</p>
5.3 Keys Left In Property	<p>1X back door patio key 1X window key</p>



21 Nov 2018 10:27

Ref # 5.1



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Ref # 5.2

6. Schedule Of Condition

Item	Condition at Check In	Condition at Check Out
6.1 Status Of Cleanliness	Overall the property has been cleaned to a good domestic level throughout	Cleaned to a good domestic level generally

6. Schedule Of Condition (Cont.)

6.2 Windows	Windows all appear to be clean internally and externally and intact	Good order, light signs of use
6.3 Curtains/Blinds	All appear to be in good general order and clean	Generally in tact, upstairs curtains replaced
6.4 Carpets/Floors	Generally in good condition throughout, showing notable wear marks, blemishes and stains in places as detailed within the body of this report	Good order, further signs of use
6.5 Woodwork	All in good clean order	Intact light signs of use
6.6 Kitchen Units	Good clean order Some light signs of ageing	Good order and clean
6.7 Kitchen Appliances	All appear to be in good clean order throughout, showing light signs of use in places	Good order, light signs of use
6.8 Bathroom	Maintained to a good clean level throughout	Good order, general signs of use, light cleaning oversights

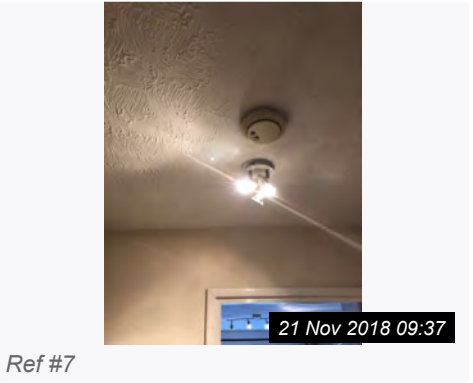
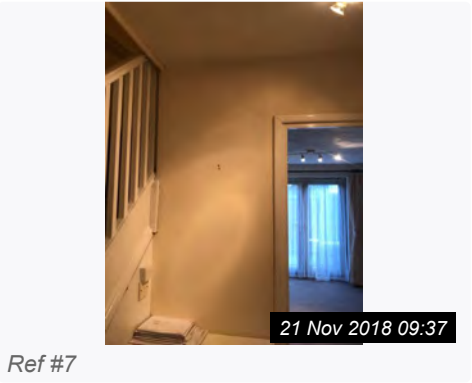
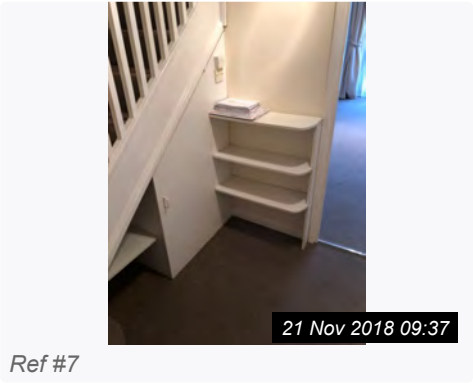
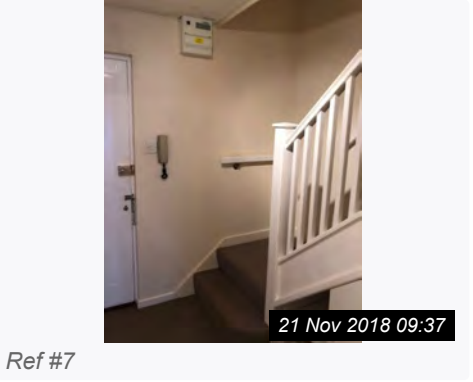
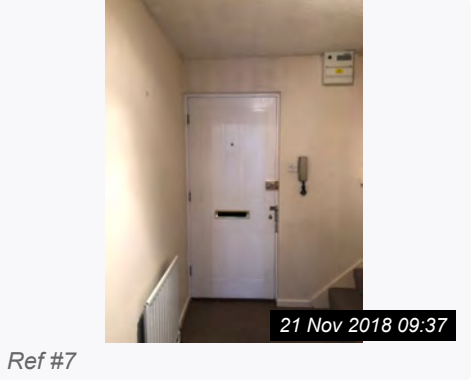
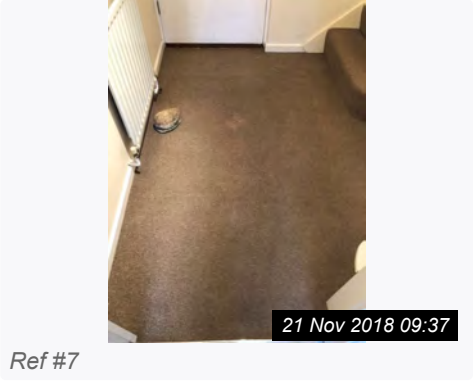
7. Front Door & Hall

Item	Description	Condition at Check In	Condition at Check Out
7.1 Door	<p>White painted panelled door with brass numeral 3 Spy hole Brass Yale lock and pull Brass letterbox Brass Chubb lock and cover</p> <p>Door return: Spy hole cover Lock box and handle turn Security chain and keep Chubb lock cover Letterbox brush White painted door frames</p>	<p>Tarnished</p> <p>Tarnished, no button</p> <p>Tarnished</p>	<p>Generally appears intact</p> <p>Some further light usage marks seen towards trailing edge and inner side</p>
7.2 Walls	Cream emulsion	2 x picture hooks at high level Return wall has light blemish to base of stairs	<p>Further light usage marks to right and return wall at mid and low levels</p> <p>Light marks adjacent to switch</p> <p>Appears slightly patchy in places</p>

7. Front Door & Hall (Cont.)

7.3 Flooring	Beige/brown doormat Beige fitted carpet	Flattened to walkways Light blemishes to centre Cut out under stairs	Appears intact Some further light wear marks in high traffic areas and light blemish mark towards centre from general use
7.4 Ceiling	White emulsioned Artex		Intact
7.5 Skirting Boards	White painted		
7.6 Fixtures/Fittings	Double light switch Wall mounted entry phone 2 x telephone points Fuse box		Appear accounted for
7.7 Built In Cupboards	Cupboard with white painted door with D handle 3 x wooden shelves Cream BT telephone handset Brown speckled carpet	Return of door has 1 x screw	Appears in fair condition throughout Original items accounted for Some further usage marks and blemishes to walls Light debris to floor
7.8 Miscellaneous	Shelving unit under stairs with 1 x shelf White painted shelving unit with 3 x shelves Hedgehog doorstop Brass effect doorstop with black rubber end	Marked	Accounted for
7.9 Smoke Alarm	Ceiling mounted	Button tested - alarm heard	<i>As Check In</i>
7.10 Heating	Wall mounted white single radiator with 2 x valve caps	Light blemishes to front	Appears intact Further light discolouration to front of unit
7.11 Lighting	Ceiling mounted fitment 3 x spotlights with halogen bulbs	Working order	<i>As Check In +</i> Cobwebby in places Cobwebs seen - Tenant

7. Front Door & Hall (Cont.)



8. Lounge

Item	Description	Condition at Check In	Condition at Check Out
8.1 Door	White painted panelled door 2 x brass lever handles and back plates White painted door frames	Tarnished	Door: Generally appears in fair condition Light blemish marks to low level Return of door: Light usage marks Door frame: Minor nicks to left hand trailing edge Generally intact
8.2 French Doors	2 x dark wood hardwood surround double glazed French doors 2 x chrome handles 1 x key in situ Dark wood door frames	Cleaned to a good standard throughout	Glazing appears relatively clean internally Minor usage marks to handles Generally intact throughout Light marks around edges Key originally noted in situ appears to be returned on keyring
8.3 Walls	Plaster and painted throughout	Return wall: 1 x over painted pin at high level Facing wall: Light blemishes around sockets	Existing fixings still present Further walls predominantly appear in good order Return wall - light usage marks to mid and low levels Left hand wall - light usage marks to mid and low levels Facing wall - light marks at low levels Right hand wall - light marks at low levels
8.4 Flooring	Brown fitted carpet Alloy carpet strip	Newly installed	Generally appears intact Showing signs of general use Light flattening in high traffic areas and furniture indentation marks present
8.5 Ceiling	White emulsioned Artex	Patchy	Fair order Patchy as noted

8. Lounge (Cont.)

8.6 Skirting Boards	White painted		Appears intact Cabling tacked to left and facing as noted
8.7 Window Dressings	2 x floor length patterned muslin panels on curtain wire Pair of cream Chenille style lined curtains 2 x matching tiebacks Dark wood curtain pole with round finials and rings 2 x metal tieback hooks	Creased Right hand lining has a few spot stains Paint marked	Net curtains: Appear intact Some light discolouration seen particularly around edges Centre rod is bowing slightly Main curtains: Curtain pole appears intact Slightly leaning forward in places Inner lining has light dust Generally intact and in fair order throughout Right hand curtain has minor marks at low levels Left hand curtain has minor marks at low levels
8.8 Fixtures/Fittings	White plastic sockets and switches as seen Aerial point Eurobell box 3 x trailing aerial cables Trailing cable pinned to top of skirting boards		Items accounted for Cabling intact
8.9 Miscellaneous	Brass effect doorstop with black rubber end		
8.10 Heating	Wall mounted white double radiator with 2 x valve caps Wall mounted white single radiator with 2 x valve caps	Left hand radiator: Light blemishes and marks to front and top Right hand radiator: Light blemishes to top	Radiators appears intact Some further light discolouration seen to front and tops of radiators
8.11 Lighting	Ceiling fitment bank of 4 x spotlights with halogen bulbs	Working order	Good working order

8. Lounge (Cont.)



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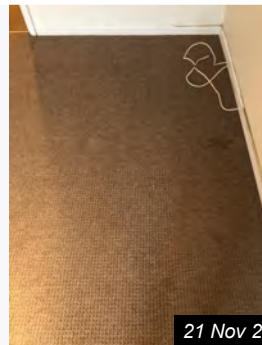
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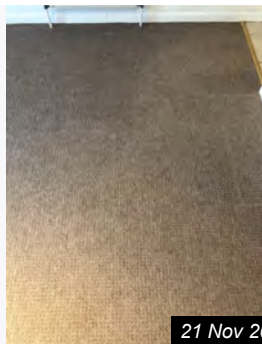
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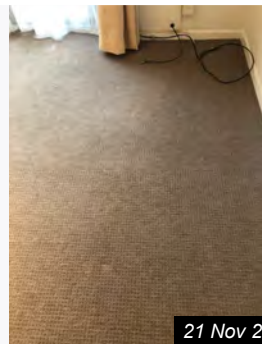
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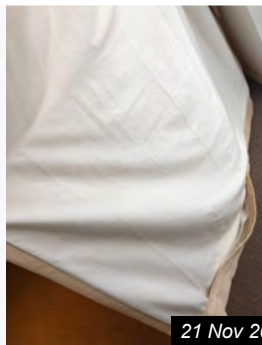
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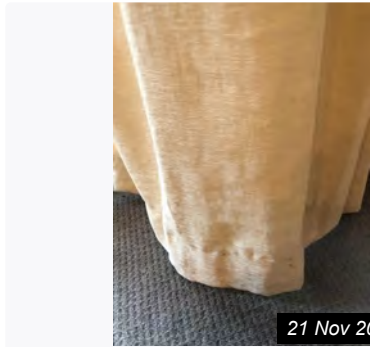
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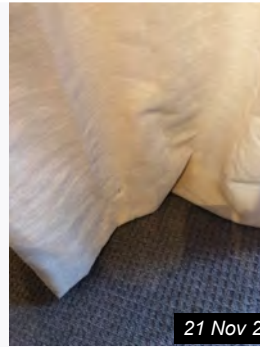
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8. Lounge (Cont.)



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9. Kitchen

Item	Description	Condition at Check In	Condition at Check Out
9.1 Door	Through archway		Appears intact Some light usage marks towards edges
9.2 Walls	Cream emulsion Beige ceramic wall tiles Intermittent relief tiles	Left hand wall: Light blemishes at low level and light rub marks to centre Return wall: 2 x rawl plugs drilled to tiles	Existing defects still applicable Left hand wall - light usage marks Tiles generally appear in similar condition to that noted
9.3 Flooring	Beige floor tiles with grey grouting Brass effect carpet strip	Several noticeable chips adjacent to washing machine Further chips adjacent to fridge appears to have been filled Grouting slightly discoloured, speckled	Existing chip still present Floor appears in fair condition Some light debris seen to edges and to centre Filled chips still present Would benefit from a further clean over Needs Cleaning - Tenant
9.4 Ceiling	White emulsioned Artex		Intact Minor discolouration to edges
9.5 Skirting Boards	White painted		Appear in good order Slightly discoloured

9. Kitchen (Cont.)

<p>9.6 Fixtures/Fittings</p>	<p>Vent Axia extractor fan</p> <p>White plastic sockets and switches as seen</p>		<p>Accounted for</p> <p>Slightly discoloured to extractor unit</p>
<p>9.7 Kitchen Units</p>	<p>White high gloss panelled fronts with round matching handles</p> <p>Light wood effect Formica work surfaces</p> <p>White plinths</p>	<p>Notable scratch marks between sink and hob and further scratch marks above washing machine</p> <p>Light paint marks to corner edges</p> <p>Resealed behind sink - further sealant appears slightly aged</p> <p>Numerous knife marks between hob and sink</p>	<p><i>As Check In</i></p>
<p>9.8 Wall Units</p>	<p>From left hand side:</p> <p>Single with shelf</p> <p>Large single with shelf</p> <p>Bottle recess for 6 x bottles</p> <p>Open shelving area with 2 x shelves</p> <p>Single with shelf</p> <p>Small single above extractor fan</p> <p>Small single with shelf</p>		<p>Facing cupboard: Door appears to have dropped very slightly Internally generally discoloured</p> <p>Wall units to right: Minor marks to front of doors Internally light surface usage marks and minor nicks and chips towards edges from general use</p> <p>Cupboard above washing machine, door dropped slightly - Landlord</p>
<p>9.9 Base Units</p>	<p>From left hand side:</p> <p>Small single Drawer over containing grey cutlery tray</p> <p>Small single with shelf Double socket to rear Drawer over</p>	<p>Back of cupboard is marked</p> <p>Base is marked</p>	<p>Appear in similar condition</p> <p>Light surface marks to outer side of doors and shelves and surfaces</p> <p>Cupboard under sink: Light discolouration and marks Minor chips to edges</p>
<p>9.10 Sink Unit</p>	<p>Stainless steel single bowl with drainer</p> <p>Chrome mixer tap</p> <p>Black rubber plug on bobbled chain</p> <p>Cupboard under is a corner unit with shelf, false drawer</p> <p>Contains waste and washing machine connections</p>	<p>Notable scratch marks to stainless steel</p> <p>Drain area to right hand side has noticeable indents particularly to edges</p>	<p>Generally appears intact</p> <p>Some surface scratch marks and signs of use throughout</p> <p>Chrome work lightly marked</p> <p>Existing scratches still present</p>

9. Kitchen (Cont.)

<p>9.11 Oven</p>	<p>Integral Cata stainless steel single oven Glass fronted door with handle Wire shelf Grill pan</p>	<p>Cleaned to a good standard throughout</p>	<p>Appears in fair condition</p> <p>Some discolouration and soiling seen to outer side of door</p> <p>Internally usage marks</p> <p>Would benefit from a further clean order Needs Cleaning - Tenant</p>
<p>9.12 Fridge / Freezer</p>	<p>Unbranded fridge Light and controls Ice box Glass shelf Salad crisper with glass lid 3 x open door shelves</p>	<p>Notable rusting particularly to bottom edge to right hand side flaking Cleaned to a good standard</p>	<p>Existing rust still present to base and indentations</p> <p>Appears domestically cleaned</p> <p>Some general usage marks and light signs of wear throughout to surfaces</p> <p>Notable odour present</p> <p>Currently off at time of inspection</p> <p>Would benefit from a further wipe over Further wipe over beneficial - Tenant</p>
<p>9.13 Washing Machine</p>	<p>Indesit Innex washing machine (serial no. 561734012687)</p>	<p>Appears in good clean order Some blemishes to inner collar and detergent drawer</p>	<p>Appears in fair condition throughout</p> <p>Some marks seen to inner collar and detergent drawer</p> <p>Detergent drawer would benefit from further cleaning Needs Cleaning - Tenant</p>
<p>9.14 Miscellaneous</p>	<p>Black folder containing instructions for boiler and kitchen appliances Melamine shelf at high level 1 x brushed metal cup stand 1 x small Cook Cooke & Lewis pedal bin in cellophane</p>	<p>NOT TO BE REMOVED FROM PROPERTY</p>	<p>Black folder accounted for</p> <p>High level shelf appears intact</p> <p>Brushed metal cup stand not seen</p> <p>Cooke & Lewis pedal bin accounted for Missing cup stand - Tenant</p>
<p>9.15 Lighting</p>	<p>Chrome ceiling fitment, 4 x spotlights and bulbs</p>	<p>Working order</p>	<p>1 bulb not working Needs Replacing - Tenant</p>
<p>9.16 Extractor Fan</p>	<p>Fully fitted extractor unit</p>	<p>Filter appears relatively clean Fan and light working</p>	<p><i>As Check In</i></p>

9. Kitchen (Cont.)

9.17 Hob	Unbranded stainless steel gas hob Control panel 4 x gas rings 2 x black metal pan supports	Fair order throughout Light cleaning blemishes	Generally appears in fair condition Cleaned to a good standard Some light surface scratching seen
9.18 CO2 Alarm	Dicon freestanding Co2 alarm	Button tested - alarm heard	<i>As Check In</i>
9.19 Additional	1 bottle of wine left	<i>Item added after Check In</i>	



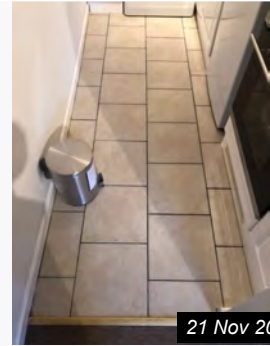
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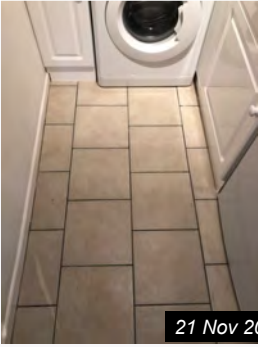
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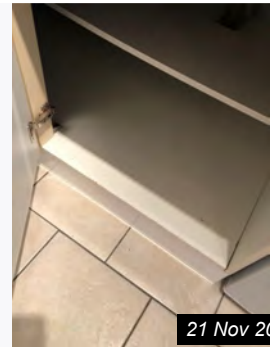
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9. Kitchen (Cont.)



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10. Stairs & 1st Floor Landing

Item	Description	Condition at Check In	Condition at Check Out
10.1 Walls	Cream emulsion	<p>Patchy to ceiling area above stairs and cracking lightly 2 x noticeable blemishes above stairs 1 x picture hook</p> <p>Facing wall: 1 x nail at high level to left of entrance to bedroom Patchy paint above banister to left hand side and above cupboards</p>	<p>Existing fixings still present</p> <p>Some further general usage marks to stairway at mid and low levels</p> <p>Existing defects still present</p> <p>Light usage marks seen to landing at low levels</p> <p>Generally intact however</p> <p>Notable discolouration to top above stairs and some cracking present</p>
10.2 Flooring	Beige fitted carpet	<p>Appears in fair condition Notable wear marks to high traffic areas Blemishes to landing to centre</p>	<p>Appears to be in fair condition</p> <p>Some further wear seen in high traffic areas</p> <p>Light blemishes to landing</p> <p>Small blemish mark adjacent to entrance to cupboard Blemishing mark - Tenant</p>
10.3 Ceiling	<p>White emulsioned Artex</p> <p>Loft hatch entry</p>	Discoloured	<p>Further discolouration around edges similar to that noted - appears to have worsened slightly during tenancy</p>
10.4 Skirting Boards	White painted		
10.5 Fixtures/Fittings	White plastic sockets and switches as seen		<p>Appear intact</p> <p>Slightly discoloured and marked</p>
10.6 Banister/Hand Rail/ Newel Posts	<p>White painted hand banister rail with brass effect fixings</p> <p>White painted stair spindles, hand rail and newel posts</p>	<p>Appears newly painted and in good order</p>	<p>Appears in fair condition</p> <p>Some notable wear mark particularly to top post and high touch points</p> <p>Generally intact however</p>

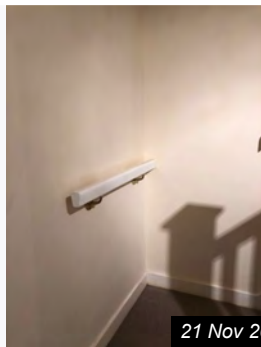
10. Stairs & 1st Floor Landing (Cont.)

<p>10.7 Built In Cupboards</p>	<p>Cupboard with 2 x white painted panelled doors and 2 x round brass handles</p> <p>Return of doors have 2 x wooden batons each with 4 x chrome double coat hooks</p> <p>White Artex ceiling</p> <p>Ceiling mounted light with bulb</p> <p>Valiant boiler and associated pipe work</p> <p>3 x wooden slatted shelves</p> <p>Clothes airer</p> <p>Miscellaneous curtains</p> <p>Walls painted cream</p> <p>Potterton timer</p> <p>Single switch</p> <p>Carpet continues in</p> <p>Metal step ladder</p> <p>Dyson vacuum cleaner with attachments</p> <p>White plastic covered metal airer</p> <p>1 x ironing board with green decorative cover</p> <p>1 x set of cream curtains</p>	<p>Old condition, not inspected</p> <p>Used</p>	<p>Appears intact</p> <p>Outer side of door is intact</p> <p>Fair condition</p> <p>Internally further usage marks to walls</p> <p>Some discolouration seen to ceiling</p> <p>Several missing items including: Clothes airer</p> <p>Dyson vacuum cleaner with attachments appears to have been seen in the communal gas meter cupboard - unable to determine if is the same unit, however appears similar model and make</p> <p>1 ironing board</p> <p>1 pair of cream curtains</p> <p>1 pair of green curtains - please note there are a set of green curtains in main bedroom - appear to be different set to those missing</p> <p>Missing items - Tenant</p> <p>Hoover seen in communal cupboard - Tenant</p>
<p>10.8 Smoke Alarm</p>	<p>Ceiling mounted</p>	<p>Button tested - alarm heard</p>	<p>As Check In</p>
<p>10.9 Lighting</p>	<p>Ceiling pendant, cream shade and bulb</p>	<p>Working order</p>	<p>As Check In</p>



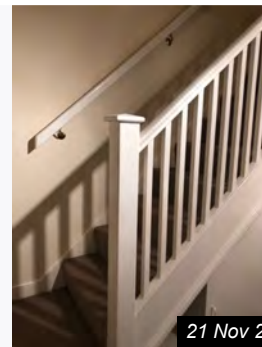
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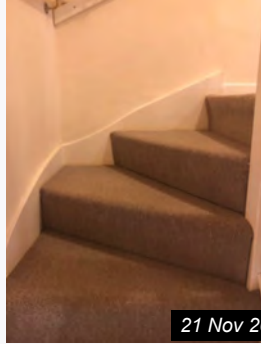
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10. Stairs & 1st Floor Landing (Cont.)



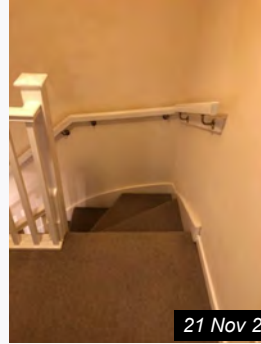
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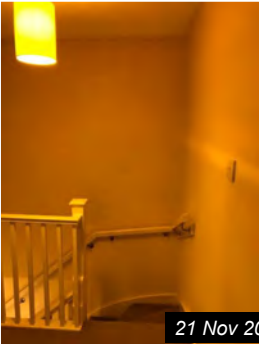
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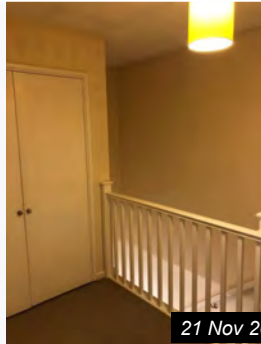
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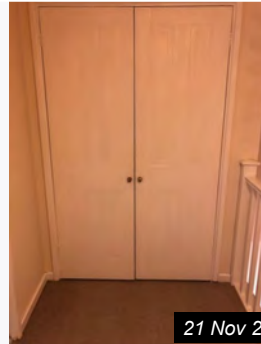
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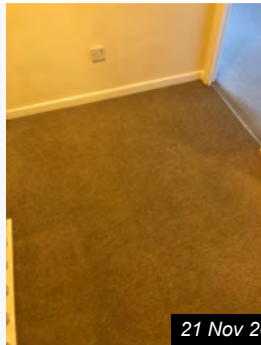
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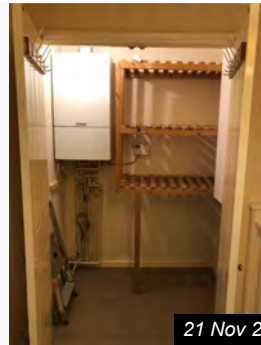
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Ref # 10.7

11. Bedroom

Item	Description	Condition at Check In	Condition at Check Out
11.1 Door	<p>White painted panelled door</p> <p>2 x brass lever handles and back plates</p> <p>White painted door frames</p>	<p>Appears in good general order Light touch up marks to base</p> <p>Handles tarnished to both sides</p>	<p>Generally appears intact throughout</p> <p>Good general order</p> <p>Light usage marks to trailing edge</p>
11.2 Walls	<p>Cream emulsion</p>	<p>Appears in good general order</p> <p>Right hand wall: Appears to have over painted repairs to low level and cracking to top</p> <p>Facing wall: Cable emerging from right of wall at low level</p>	<p>All existing defects still applicable</p> <p>Light usage marks particularly to return, right and facing wall from general use</p>
11.3 Flooring	<p>Light brown fitted carpet</p>	<p>Flattening in high traffic areas 3 to 4 spot stains on entrance Furniture impression marks to edges Further spot stains and discolouration marks to centre Several black stains to far left hand corner 1 x wax type stain Several brown spots to corner edges Carpet has join to far right hand side Draught marks to edges</p>	<p>Existing spot stains and wax marks are still present</p> <p>Some further flattening seen in high traffic areas</p> <p>Generally in good order throughout</p>
11.4 Ceiling	<p>White emulsified Artex</p>		<p>Intact</p> <p>Some discolouration around edges</p> <p>Existing defects still applicable</p>
11.5 Skirting Boards	<p>White painted</p>		
11.6 Window(s)	<p>Dark wood hardwood surround double glazed window Chrome handle 1 x key in situ</p> <p>White painted window sill</p>	<p>Glazing clean internally and externally</p> <p>Window sill in good order</p>	<p>Glazing appears intact</p> <p>Predominantly in clean order</p> <p>1 key in situ</p> <p>Minor marks to windowsill and surrounding edge</p>

11. Bedroom (Cont.)

<p>11.7 Window Dressings</p>	<p>Sill length turquoise curtains with pleated sections to top, fully lined</p> <p>2 x hooks present either side for tiebacks</p> <p>Fully fitted chrome curtain rail with decorative finials</p>	<p>Good order throughout</p> <p>1 x hook missing</p>	<p>Please note turquoise curtains appear to have been removed - seen on floor</p> <p>Black curtains fitted - generally in good order, appear relatively new</p> <p>New curtains fitted - Tenant</p>
<p>11.8 Fixtures/Fittings</p>	<p>White plastic sockets and switches as seen</p> <p>Telephone point</p> <p>Aerial lead through window wall</p>		<p>Items appear intact</p>
<p>11.9 Miscellaneous</p>	<p>Wooden door wedge</p> <p>Brass effect doorstop with black rubber end</p> <p>Wall mounted mirror with light wood frame</p>		<p>Appear intact</p> <p>Accounted for</p>
<p>11.10 Heating</p>	<p>Wall mounted white double radiator with valve caps</p>		<p>Intact</p> <p>Minor marks to top and front</p>
<p>11.11 Lighting</p>	<p>Chrome round ceiling fitment, 3 x lights with halogen bulbs</p>	<p>Working order</p>	<p>Good working order</p>



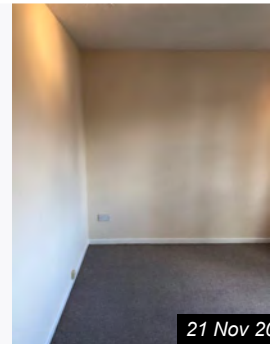
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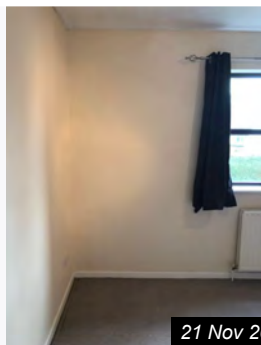
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11. Bedroom (Cont.)



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12. Bathroom

Item	Description	Condition at Check In	Condition at Check Out
12.1 Door	<p>White painted panelled door</p> <p>2 x brass lever handles, back plates and lock</p> <p>White painted door frame</p>	<p>Reverse has paint spots</p> <p>Brass handles tarnished</p>	<p>Door: Appears in fair condition Some light usage marks to trailing edge</p> <p>Door return: Twist lock is working</p>
12.2 Walls	<p>Beige marble effect wall tiles</p> <p>Shades of beige mosaic border tiles</p> <p>Access panel</p>	<p>Grouting notably discoloured around bath area particularly to corner</p>	<p>Generally appear in fair condition throughout similar to that noted</p> <p>Some further light discolouration to grout particularly to bath area</p> <p>Generally intact</p>
12.3 Flooring	<p>Beige marble effect floor tiles</p> <p>Cream bath mat with fish pattern</p> <p>Cream pedestal mat with fish pattern</p> <p>Silver coloured carpet strip</p>	<p>2 x tiles notably cracked from bath towards radiator</p> <p>Floor mats both well in use</p>	<p>Appears in fair condition</p> <p>Further discolouration to grout</p> <p>Light signs of use</p> <p>Existing defects still applicable</p>

12. Bathroom (Cont.)

12.4 Ceiling	White emulsioned Artex Vent Axia extractor fan		Intact Some light discolouration around edges
12.5 Skirting Boards	White painted		
12.6 Fixtures/Fittings	Ceiling mounted single pull cord with white plastic end		
12.7 Bath	White Kaldewei bath with matching side and end panels 2 x chrome assist handles Chrome mixer taps with attached chrome flexihose Chrome riser and parking bracket Chrome shower head Chrome pop up plug Clear glass shower screen with aluminium frame	Appears cleaned to a good standard Some discolouration spots to centre Rubber to shower screen is slightly discoloured	Appears to be in fair condition Bath panel is lightly marked to base Internally light discolouration to inner side of bath Chrome work is lightly marked Shower screen slightly discoloured, however domestically cleaned Some mildew spot marks seen to sealant to left hand edge Spot marks to sealant - Investigate
12.8 Basin	White pedestal with matching basin Chrome pillar mixer tap Integral chrome pop up plug	Plug is chipped	Appears intact Plug chipped as noted Cleaned to a good domestic level Some light blemishes to chrome work
12.9 Toilet	White low level toilet White plastic soft close lid and seat Chrome push flush		Appears in fair condition Cleaned to a domestic level Slight lifting seen to underside of seat Chrome work is lightly pitted and ageing

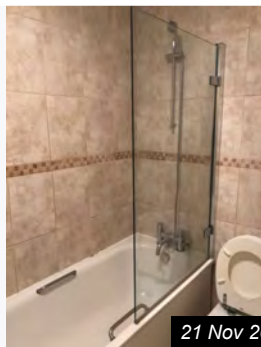
12. Bathroom (Cont.)

<p>12.10 Miscellaneous</p>	<p>Brass doorstop with black rubber end</p> <p>Wall mounted cabinet with 2 x mirror fronted doors and pull handles Interior has 2 x shelves</p> <p>Toilet brush with canister butterfly pattern</p> <p>Chrome toilet roll holder</p> <p>Chrome towel ring</p> <p>White melamine floor standing cabinet with shelf to interior</p> <p>1 x set of glass topped scales</p> <p>1 x small chrome pedal bin</p>	<p>Cabinet - heavily silvering to base of both doors Notable blemish marks to inside and smeary</p> <p>Toilet brush with canister - appears new</p> <p>Chrome toilet roll holder - very loose on wall</p> <p>Chrome towel ring - appears well fixed</p> <p>Floor standing cabinet - notable chip and blemish marks to shelf and base, used condition</p>	<p>Wall mounted cabinet: Appears intact Notably discoloured and soiled to front Requires further cleaning</p> <p>Toilet brush and canister: Intact Not closely inspected</p> <p>Toilet roll holder: Slightly loose</p> <p>Towel ring: Appears intact Lightly marked</p> <p>Melamine cabinet: Appears intact Further light discolouration to top Internally appears in similar condition Used order</p> <p>1 set of scales: Appears intact Light signs of use</p> <p>Pedal bin: Intact</p> <p style="background-color: orange; color: white; padding: 2px;">Cabinet needs cleaning - Tenant</p>
<p>12.11 Heating</p>	<p>Wall mounted white single radiator, 2 x valve caps</p>		<p>Appears in fair condition throughout</p> <p>Slightly discoloured</p>
<p>12.12 Lighting</p>	<p>Ceiling fitment, round opaque shade, bulb</p>	<p>Working order</p>	<p><i>As Check In</i></p>



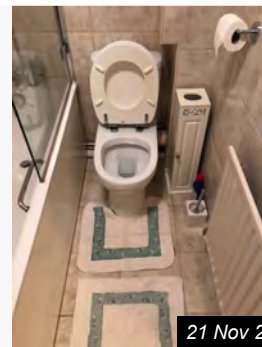
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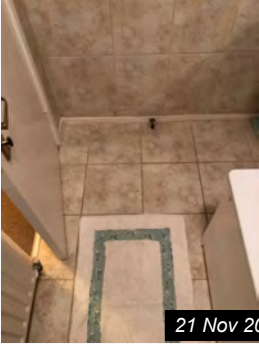
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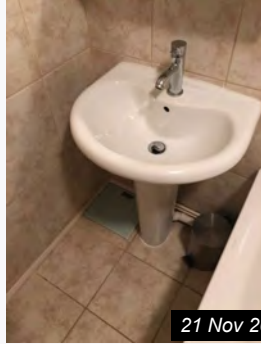
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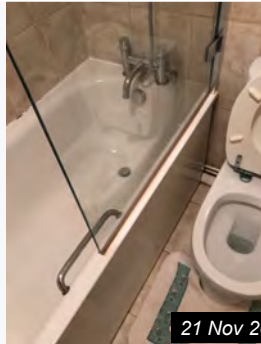
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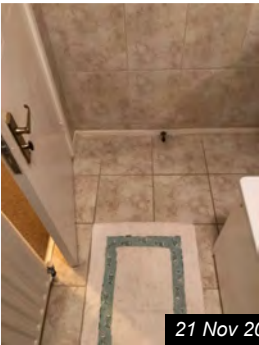
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Ref #12

13. Outside Area

Item	Description	Condition at Check In	Condition at Check Out
13.1 Flooring	Dark stained raised deck area Patio slabs to left and right hand sides and well developed shrubs to both left and right leading to communal lawn area	Appears in good condition throughout and weathered lightly from age All appears to be maintained to a good seasonal level	Generally appears in fair condition Decking in good order Slightly weathered throughout
13.2 Contents	1 x medium garden table with 1 x matching chair 1 x wall mounted terracotta planter 1 x wall mounted satellite dish with associated wiring	Appears in fair order Light blemishes to top and weathered Weathered, appears intact	Garden table and chair: Appears intact Slightly weathered Terracotta planter: Accounted for Satellite dish: Appears intact Slightly discoloured and weathered



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Actions Required

Ref	Action Required	Responsibility	Comments
7.11 Front Door & Hall » Lighting	Cobwebs seen	Tenant	Working order Cobwebby in places
9.3 Kitchen » Flooring	Needs Cleaning	Tenant	Existing chip still present Floor appears in fair condition Some light debris seen to edges and to centre Filled chips still present Would benefit from a further clean over

Actions Required

9.8 Kitchen » Wall Units	Cupboard above washing machine, door dropped slightly	Landlord	<p>Facing cupboard: Door appears to have dropped very slightly Internally generally discoloured</p> <p>Wall units to right: Minor marks to front of doors Internally light surface usage marks and minor nicks and chips towards edges from general use</p>
9.11 Kitchen » Oven	Needs Cleaning	Tenant	<p>Appears in fair condition</p> <p>Some discolouration and soiling seen to outer side of door</p> <p>Internally usage marks</p> <p>Would benefit from a further clean order</p>
9.12 Kitchen » Fridge / freezer	Further wipe over beneficial	Tenant	<p>Existing rust still present to base and indentations</p> <p>Appears domestically cleaned</p> <p>Some general usage marks and light signs of wear throughout to surfaces</p> <p>Notable odour present</p> <p>Currently off at time of inspection</p> <p>Would benefit from a further wipe over</p>
9.13 Kitchen » Washing Machine	Needs Cleaning	Tenant	<p>Appears in fair condition throughout</p> <p>Some marks seen to inner collar and detergent drawer</p> <p>Detergent drawer would benefit from further cleaning</p>
9.14 Kitchen » Miscellaneous	Missing cup stand	Tenant	<p>Black folder accounted for</p> <p>High level shelf appears intact</p> <p>Brushed metal cup stand not seen</p> <p>Cooke & Lewis pedal bin accounted for</p>
9.15 Kitchen » Lighting	Needs Replacing	Tenant	<p>1 bulb not working</p>
10.2 Stairs & 1st Floor Landing » Flooring	Blemishing mark	Tenant	<p>Appears to be in fair condition</p> <p>Some further wear seen in high traffic areas</p> <p>Light blemishes to landing</p> <p>Small blemish mark adjacent to entrance to cupboard</p>

Actions Required

<p>10.7 Stairs & 1st Floor Landing » Built in cupboards</p>	<p>Missing items</p>	<p>Tenant</p>	<p>Appears intact</p> <p>Outer side of door is intact</p> <p>Fair condition</p> <p>Internally further usage marks to walls</p> <p>Some discolouration seen to ceiling</p> <p>Several missing items including: Clothes ailer</p> <p>Dyson vacuum cleaner with attachments appears to have been seen in the communal gas meter cupboard - unable to determine if is the same unit, however appears similar model and make</p> <p>1 ironing board</p> <p>1 pair of cream curtains</p> <p>1 pair of green curtains - please note there are a set of green curtains in main bedroom - appear to be different set to those missing</p>
<p>10.7 Stairs & 1st Floor Landing » Built in cupboards</p>	<p>Hoover seen in communal cupboard</p>	<p>Tenant</p>	<p>Appears intact</p> <p>Outer side of door is intact</p> <p>Fair condition</p> <p>Internally further usage marks to walls</p> <p>Some discolouration seen to ceiling</p> <p>Several missing items including: Clothes ailer</p> <p>Dyson vacuum cleaner with attachments appears to have been seen in the communal gas meter cupboard - unable to determine if is the same unit, however appears similar model and make</p> <p>1 ironing board</p> <p>1 pair of cream curtains</p> <p>1 pair of green curtains - please note there are a set of green curtains in main bedroom - appear to be different set to those missing</p>
<p>11.7 Bedroom » Window dressings</p>	<p>New curtains fitted</p>	<p>Tenant</p>	<p>Please note turquoise curtains appear to have been removed - seen on floor</p> <p>Black curtains fitted - generally in good order, appear relatively new</p>

Actions Required

<p>12.7 Bathroom » Bath</p>	<p>Spot marks to sealant</p>	<p>Investigate</p>	<p>Appears to be in fair condition</p> <p>Bath panel is lightly marked to base</p> <p>Internally light discolouration to inner side of bath</p> <p>Chrome work is lightly marked</p> <p>Shower screen slightly discoloured, however domestically cleaned</p> <p>Some mildew spot marks seen to sealant to left hand edge</p>
<p>12.10 Bathroom » Miscellaneous</p>	<p>Cabinet needs cleaning</p>	<p>Tenant</p>	<p>Wall mounted cabinet: Appears intact Notably discoloured and soiled to front Requires further cleaning</p> <p>Toilet brush and canister: Intact Not closely inspected</p> <p>Toilet roll holder: Slightly loose</p> <p>Towel ring: Appears intact Lightly marked</p> <p>Melamine cabinet: Appears intact Further light discolouration to top Internally appears in similar condition Used order</p> <p>1 set of scales: Appears intact Light signs of use</p> <p>Pedal bin: Intact</p>

Declaration

Whilst all care and diligence has been taken to provide a fair and accurate report of the condition of the property and contents, Open House Inventories will not be held responsible for any items missed or damage not seen after 7 days of the date of this report.

The Landlord and the Tenant(s) are reminded that it is their responsibility to check the accuracy of this schedule and are advised to sign it in confirmation.

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 of, or safety of any such equipment or contents, merely a record that such items exist in the property at the date of the inventory and the superficial content of same.

This is to certify that we the undersigned have carefully checked the foregoing inventory and subject to the marginal notes, consider this to be a fair and correct schedule of condition of the contents therein.

Safety disclaimer

This inventory relates only to the furniture, furnishings and all Landlords contents and equipment in the property. It is no guarantee of, or report on, the adequacy of, or safety of any such equipment, merely a record that such items exist in the property at the date of inventory and the condition. The person taking this inventory has not tested any of the appliances. Beds, cots and bunk beds have not been checked for safety.

Furniture and furnishings (Fire) (Safety) Regulations 1988 as Amended in 1989 and 1993

The fire and safety regulation regarding furnishings, gas, electrical and similar services are ultimately the responsibility of the instructing principal. Where the inventory notes "FFR label seen" this should not be interpreted to mean that the item complies with the Furniture and Furnishings (Fire) and (Safety) amendments 1993. It is a record that the item had a label as described or similar to that detailed in the Guide published by the Department of Trade and Industry (January 1997 or later date). It is not a statement that the item can be considered to comply with the regulations.

Disclaimer

This inventory has been prepared noting the condition of decoration, woodwork, carpets, curtains and all fixtures and fittings and provides a fair and accurate record of the properties internal condition. It is assumed that fixtures and fittings, decorations etc. are in good order unless stated otherwise.

The person compiling this inventory is not an expert on age or value of contents or a qualified surveyor and it should not be taken as an accurate identification or as a structural survey. Lofts and cellars are not inspected unless specifically requested.

Where the property has been cleaned to a professional standard, including the carpets, windows, external woodwork and doors this will be detailed within the inventory.

Gardens are checked to see that they are neat and tidy and the garages, sheds, outhouses etc are in a clean tidy order.

Lighting

All bulbs are tested where possible during the inventorying and are listed if not working. The lifetime of the bulbs cannot be guaranteed.

Smoke, heat & carbon monoxide detectors

Smoke, heat and carbon monoxide detectors are tested wherever practical but it is the tenant's responsibility to inspect the smoke detectors and carbon monoxide detectors at regular intervals to ensure they are in full working order.

Inventory Checkout at the end of tenancy.

At the termination of the tenancy the inventory will be checked and any obvious of significant discrepancies will be reported to the Managing Agent/Instructing principal.

Polished furniture will be inspected for scratches, ring marks, burns or other defects. It is recommended that appropriate mats and coverings are used to avoid such marks. Excessive discolouration, staining and soiling to soft furnishings will attract cleaning charges.

Any items packed away at the start of the tenancy must be unpacked, cleaned and return to their original position.

All items must be returned to their respective rooms, drawers and cupboards as shown on the original inventory before the Check Out inspection is carried out. Failure to do so may result in an additional charge to the tenant. Beds should not be made up and laundered linen should be left neatly on top of the mattress or in the airing cupboard. Beds, mattresses and linen will be examined for staining and damage not previously recorded.

The charges for the replacement or cleaning will be made as appropriate. It is accepted that during the course of normal day-to-day living that a few marks and scuffs will appear on walls and woodwork. If these are found to be excessive at the checkout then charges could be levied to cover compensation.

The garden will be the Tenant's responsibility to be kept to a reasonable standard. Weeding beds, mowing lawns and hard areas kept clear of weeds, leaves and rubbish. If at the checkout the gardens are found to be untidy and unkempt during the tenancy additional charges will be made to return the garden to its original condition.

Contents of garden sheds, greenhouses and garages will only be listed if they are considered to be of value in excess of £30. The other items

may be grouped.

Checking the inventory

Tenants should check each page and detail any item that varies from the description. On completion the tenant must sign the declaration and return the Inventory as directed by the landlord or agent.

Photographs

Photographs within the inventory are for identification purposes and also a very good representation and record of the condition at check-in.

Notice for Tenants

Please read through each page as indicated within this inventory to confirm receipt and agree the content, along with any comments you choose to add in the column provided.

I/We the undersigned, 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.

Signed by the
Signature
Print Name
Date	/ /

Signed by the
Signature
Print Name
Date	/ /