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Looking after your property assets

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## **AN INVENTORY PREPARED FOR:**

**Ballaquane  
12 Oakleigh Road  
Hatch End  
Pinner, Middlesex**



A Two Bedroom Unfurnished Top Floor Flat

The property has been domestically cleaned for  
check-in

All photographs in this report were taken at the time  
of inventory make

**Date: 31<sup>st</sup> August 2011**

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## Important Information for Tenants

(This is general advice only and does not override or replace any part of your tenancy agreement)

Please note that when describing each room, the description of left and right is taken upon entrance of each room and is given in a clockwise direction. This inventory has been prepared on the principle that in the absence of comments an item is free from obvious damage or soiling.

**Q. Can I add picture pins/hooks/screws to walls?**

**A.** You should only do so with written permission from your Landlord/Agent. This should include how many and what type are allowed, i.e.: Screws, nails, picture pins. Also, avoid the use of blu tac, as it leaves a stain and can peel paint.

**Q. Am I allowed to re-decorate any part of the property?**

**A.** You should only do so with written permission from your Landlord/agent. This should confirm the colours, type of re-decoration being allowed and whether a professional should carry it out.

- At the end of the tenancy this inventory will be checked. Please note that all personal items must be removed, all cleaning must be completed prior to the check-out date and the property restored to the original condition when the date of the tenancy commenced. If you are not ready to leave we may not be able to carry out the check out and if a return visit is necessary a charge will be added.
- All items should be in the same location as per the inventory. It is important for the tenant(s) to replace all items to their original location on termination of tenancy. Failure to do so could result in delay and confusion and also result in a search fee being incurred on check out.
- All beds should be left unmade with the linen folded. Bedding and towels should be clean and placed in the appropriate room.
- All china, glassware, kitchen utensils etc, should be clean and accessible and if necessary unpacked and returned to the correct position.
- All food items should be removed and freezers defrosted.
- All light bulbs etc should all be in working order as at check in.
- The property should be left a clean and tidy condition as in the check in. Cleaning must be thorough, carpets should be shampooed as you will be charged for any staining or soiling and compensatory costs will be made towards any further damage such as cigarette burns.

**You must be ready to vacate and hand over the keys at the appointment time.**



Bedroom One – 31<sup>st</sup> August 2011



Bedroom One – 31<sup>st</sup> August 2011



Lounge – 31<sup>st</sup> August 2011



Lounge – 31<sup>st</sup> August 2011



Lounge – 31<sup>st</sup> August 2011



Kitchen – 31<sup>st</sup> August 2011



Kitchen – 31<sup>st</sup> August 2011



Kitchen – 31<sup>st</sup> August 2011



Baumatic hob – 31<sup>st</sup> August 2011



Single oven – 31<sup>st</sup> August 2011



Hallway – 31<sup>st</sup> August 2011



Bedroom Two – 31<sup>st</sup> August 2011





Bedroom Two – 31<sup>st</sup> August 2011



Bathroom – 31<sup>st</sup> August 2011



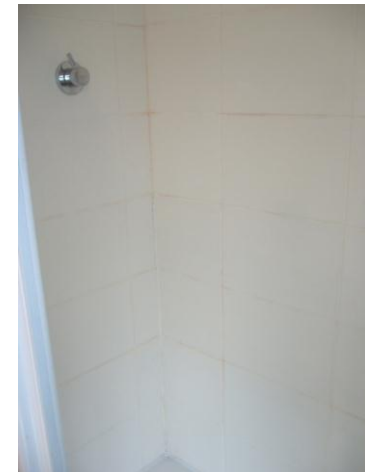
Bathroom – 31<sup>st</sup> August 2011



Bathroom – 31<sup>st</sup> August 2011



Bathroom – 31<sup>st</sup> August 2011



Bathroom – 31<sup>st</sup> August 2011

Front Door				
	Item	Description	Check in Condition	Check out condition
1.	Front of Door	Painted white Yale lock  Brass letterbox Brass Chubb lock	1 x Hole Slightly loose & scratched, damage around Lightly scratched Scratched	
2.	Door Frame	Painted white		
3.	Door threshold	Timber	Light paint marked	
4.	Rear of Door	Painted white Brass twist lock Chrome home White painted lock Chrome Chubb lock with cover 2 x Bolts	Minor marks 2 x Screws missing Paint marked  Paint marked	
5.	Door Frame	Painted white Chrome chain Cable clips to right side	Painted over old defects	
6.	Overall cleanliness		In good order	

<b>Bedroom One</b>				
	<b>Item</b>	<b>Description</b>	<b>Check in Condition</b>	<b>Check out condition</b>
7.	<b>Front of Door</b>	Painted white Chrome lock Chrome handle	Rubbed to top edge Paint marked Paint marked	
8.	<b>Door Frame</b>	Painted white  Surface wires to right side	Painted over old defects, chipped to top level	
9.	<b>Door threshold</b>	Light wood laminate		
10.	<b>Rear of Door</b>	Painted white Chrome Chubb lock with cover Chrome handle	Rubbed to top edge  Lightly scratched, paint marked	
11.	<b>Door Frame</b>	Painted white  Surface wiring to left side	Paint chipping to low level, painted over old defects	
12.	<b>Window (s)</b>	Painted white White painted window furniture Chrome tie back hook	Painted over old defects	
13.	<b>Window sill</b>	Painted white		
14.	<b>Curtains/Blinds</b>	Curtain track Pair of brown & cream below sill length unlined curtains		
15.	<b>Ceiling</b>	Painted white	Patchy, small marks	
16.	<b>Lighting</b>	Single pendant – bulb Beige faux suede shade	Working Blue coloured marks	
17.	<b>Walls</b>	Papered & painted cream Left wall entry Front wall entry	Minor scuff marks Minor scuff marks, paint marks, drip	



<b>Bedroom One</b>				
	<b>Item</b>	<b>Description</b>	<b>Check in Condition</b>	<b>Check out condition</b>
		Right wall entry Rear wall entry	marks below window Minor marks, 1 x picture hook hole Minor marks, patchy	
<b>18.</b>	<b>Skirting</b>	Painted white	Dusty, painted over old defects	
<b>19.</b>	<b>Scotia</b>	Light wood		
<b>20.</b>	<b>Flooring</b>	Medium wood look laminate	Light variation in floor height to right side	
<b>21.</b>	<b>Electrics</b>	1 x Single switch 1 x Double socket 1 x Telephone point 1 x Single socket	Finger marked Dusty Dusty Dusty	
<b>22.</b>	<b>Heating</b>	White painted single thermostatic radiator		
<b>23.</b>	<b>Shelving Unit</b>	Dark wood shelving unit	Light dust, small white marks, small chips to angles	
<b>24.</b>	<b>Overall cleanliness</b>		Further light clean required to areas noted	

<b>Lounge/Kitchen</b>				
	<b>Item</b>	<b>Description</b>	<b>Check in Condition</b>	<b>Check out condition</b>
25.	<b>Front of Door</b>	Painted white  Chrome lock Chrome handle Self closer (remover)	Variation in paint texture, chip to bottom edge on left side Paint marked Paint marked	
26.	<b>Door Frame</b>	Painted white	Painted over old defects	
27.	<b>Door threshold</b>	Light wood laminate		
28.	<b>Rear of Door</b>	Painted white  Chrome lock & cover Chrome handle	Black marks to mid-level, minor marks to low level Paint marked Paint marked, slightly loose	
29.	<b>Door Frame</b>	Painted white	Dusty	
30.	<b>LOUNGE AREA</b>			
31.	<b>Windows</b>	2 x Painted white box sash to low level Cords (intact) White painted window furniture 2 x Brass tie back hooks	Light clean required to exterior, light scratches to panes	
32.	<b>Window sills</b>	Painted white	1 x Chip to right side	
33.	<b>Curtains/Blinds</b>	2 x Red roman blinds with 3 x cord controls to each & dark wooden toggles 2 x Curtain tracks	Sun faded to rear	
34.	<b>Ceiling</b>	Part papered & painted white Part vaulted & painted white Exposed beams		
35.	<b>Lighting</b>	2 x Chrome inset spotlights 4 x Chrome inset spotlights (to vaulted	Working Working	

Lounge/Kitchen				
	Item	Description	Check in Condition	Check out condition
		ceiling)		
36.	<b>Walls</b>	Papered & painted cream Rear wall entry  Left wall entry Front wall entry 2 x White ceramic up lighters Right wall entry	Light roller marks, 2 x screws with signs of filler below Signs of repaired hole, 1 x small hole 2 x Screws with metal plates Working Light roller marks	
37.	<b>Skirting</b>	Painted white  Skirting mounted wires to rear, left & front wall entry	Dusty, painted over old defects, light yellowing to front wall entry	
38.	<b>Scotia</b>	Light wood laminate	Slight loose section to right of entrance to kitchen	
39.	<b>Flooring</b>	Light wood laminate	Minor paint spots, small scuff marks, small indent to front of built in cupboard one, 3 x minor chips, small section of bubbling to centre	
40.	<b>Electrics</b>	1 x Quadruple switch 2 x Double sockets Sky connection (from wall) Telephone extension (from wall) 3 x Single sockets 1 x Aerial point	Dusty, finger marked Dusty, discoloured marks  Dusty, discoloured to front Dusty, discoloured to front	
41.	<b>Heating</b>	2 x White painted double thermostatic radiators 1 x White painted single radiator	Dusty, small dirty marks to front  Light dust	
42.	<b>Built-in-cupboard One – Far right corner</b>	Door – painted white Knob – painted white Door frame – painted white Rear of door – painted white		

<b>Lounge/Kitchen</b>				
	<b>Item</b>	<b>Description</b>	<b>Check in Condition</b>	<b>Check out condition</b>
		Interior – painted white Surface wiring Old strips of laminate flooring Small football Flooring – boarded	Old decoration  Light debris	
<b>43.</b>	<b>Built-in-cupboard Two</b>	Door – painted white Knob – painted white Door frame – painted white Rear of door – painted white Interior – painted white Surface wiring Chipboard table top? Flooring – boarded	Old decoration  Light debris	
<b>44.</b>	<b>KITCHEN AREA</b>			
<b>45.</b>	<b>Threshold</b>	Light wood laminate		
<b>46.</b>	<b>Window (s)</b>	Painted white White painted window furniture	Painted over old defects	
<b>47.</b>	<b>Window sill</b>	Tiled – black White grout	Paint marked	
<b>48.</b>	<b>Curtains/Blinds</b>	Silver look venetian blind Cord control & plastic wand	1 x Slat dented to top level on right side, dirty, rust marked	
<b>49.</b>	<b>Ceiling</b>	Papered & painted white Smoke detector	Lightly discoloured above extractor Not tested	
<b>50.</b>	<b>Lighting</b>	4 x Chrome inset spotlights	Working	
<b>51.</b>	<b>Walls</b>	Part papered & painted white Part tiled – black mosaic tile  White grout	Minor marks Grease splashes to rear of hob, minor grout marks	
<b>52.</b>	<b>Kickboard</b>	Light wood laminate	Dirty marks, small chip to low level edge under sink	

### Lounge/Kitchen

	Item	Description	Check in Condition	Check out condition
53.	Flooring	Grey laminate		
54.	Electrics	4 x Double sockets		
55.	<b>KITCHEN UNITS</b>	A range of light wood laminate wall, base & drawer units with matching cornice & pelmet, chrome handles	Light wipe over required	
56.	<b>Wall Unit 1</b>	Light wood laminate front Chrome handle Interior 1 x Shelf Chrome triangular spotlight under	Working Light grease splashes to underside	
57.	<b>Wall Unit 2</b>	Light wood laminate front Chrome handle Interior 1 x Shelf Chrome triangular spot light under	Working Pelmet chipping below Light grease splashes to underside	
58.	<b>Wall Unit 3</b>	Light wood laminate front Chrome handle Interior 1 x Shelf  Chrome triangular spot light under	Laminate strip to front peeling & discoloured Working Pelmet chipping below Light grease splashes to underside	
59.	<b>Wall Unit 4</b>	Light wood laminate front Chrome handle Interior 1 x Shelf		

Lounge/Kitchen				
	Item	Description	Check in Condition	Check out condition
			Light grease splashes to underside	
60.	Wall Unit 5	Light wood laminate front Chrome handle Interior 1 x Shelf Chrome triangular spotlight under	Working Light grease splashes to underside	
61.	Wall Unit 6	Light wood laminate front Chrome handle Interior 1 x Shelf Chrome triangular spotlight under	Working Light grease splashes to underside	
62.	Wall Unit 7	2 x Light wood laminate fronts 2 x Chrome handles Interior 1 x Shelf Chrome triangular light under	Sticky residue to centre support  Working Light grease splashes to underside	
63.	Wall Unit 8	Light wood laminate front Chrome handle Interior 1 x Shelf 2 x Champagne flutes Chrome triangular light under 1 x Single switch under	Working  Light grease splashes to underside	
64.	Open Shelf Unit	Light wood laminate		
65.	Base Unit 1	Light wood laminate front Chrome handle		



Lounge/Kitchen				
	Item	Description	Check in Condition	Check out condition
		Interior – Integral Neff Freezer 3 x Drawers Ice cube tray		
66.	Base Unit 2	Light wood laminate front Chrome handle Interior 1 x Shelf 1 x Single socket 1 x Cooker switch	Laminate peeling to edge	
67.	Base Unit 3	Light wood laminate front Chrome handle Interior 1 x Shelf 1 x Single socket		
68.	Base Unit 4	Light wood laminate front Chrome handle Interior - Integral AEG Lavamat turbo washer/dryer Soap drawer Door Seal	Appears new	
69.	Base Unit 5	Light wood laminate front 2 x Chrome handles Interior 1 x Double socket 3 x Plastic fittings	Light damage around door fixing	
70.	Base Unit 6	Light wood laminate front Chrome handle Interior 1 x Shelf	Light usage marks	
71.	Base Unit 7	2 x Light wood laminate fronts		

Lounge/Kitchen				
	Item	Description	Check in Condition	Check out condition
		2 x Chrome handles Interior 1 x Shelf 1 x Single socket		
72.	Base Unit 8	Light wood laminate front Chrome handle Interior – integral Bosch fridge 3 x Door compartments 1 x Egg holder 3 x Glass shelves Salad drawer with safety glass lid over		
73.	Drawer 1	Light wood laminate front Chrome handle Interior		
74.	Drawer 2	Light wood laminate front Chrome handle Interior Instruction manuals for: Washer/dryer Oven Extractor Hob Dishwasher Installation of toilet seat	Light usage marks	
75.	Drawer 3	Light wood laminate front		
76.	Drawer 4	Light wood laminate front		
77.	Drawer 5	Light wood laminate front		
78.	Drawer 6	Light wood laminate front		

<b>Lounge/Kitchen</b>				
	<b>Item</b>	<b>Description</b>	<b>Check in Condition</b>	<b>Check out condition</b>
79.	<b>Worktop</b>	Black & grey high gloss laminate	Surface scratch marks throughout, light water marks, edging peeling to right side of entrance	
80.	<b>Sink Unit</b>	Stainless steel circular sink Chrome waste Chrome filter plug Chrome hot & cold mixer tap	Surface scratch marks  Lime scale to jets, light lime scale to base	
81.	<b>APPLIANCES</b>			
82.	<b>Extractor</b>	Siemens stainless steel extractor Extraction 2 x Filters 2 x Lights	Light smear marks Working Clean Working	
83.	<b>Hob</b>	Baumatic ceramic hob with touch control & chrome trim 4 x Zones	Surface scratch marks, light usage marks to bottom right zone	
84.	<b>Oven</b>	Stainless steel look serrated oven Model FE866EZ 4 x Silver look controls Glass fronted Stainless steel handle Interior Grill Grill pan 2 x Stainless steel racks	Rubbed in part Smear marks  Cleaning residue to base & sides Light burnt on grease Coating flaking Light burnt on grease	
85.	<b>Dishwasher</b>	Electrolux ESI620 dishwasher Light wood laminate front Stainless steel handle		

Lounge/Kitchen				
	Item	Description	Check in Condition	Check out condition
		Interior 2 x Drawers Cutlery basket		
86.	Overall cleanliness		Further clean required to areas noted	

<b>Hallway</b>				
	<b>Item</b>	<b>Description</b>	<b>Check in Condition</b>	<b>Check out condition</b>
87.	<b>Ceiling</b>	Papered & painted white Smoke detector Loft hatch painted white	Not tested	
88.	<b>Lighting</b>	2 x Brass spotlights	Working	
89.	<b>Walls</b>	Papered & painted cream Doorbell chime box	1 x Picture hook, 2 x pins, 1 x plugged screw, minor scuff marks to low level, sign of repair above radiator	
90.	<b>Skirting</b>	Painted white  Surface wiring	Dusty, painted over old defects, very small chips	
91.	<b>Scotia</b>	Light wood		
92.	<b>Flooring</b>	Medium wood laminate	Sections cut out around door frames exposing cork under	
93.	<b>Electrics</b>	Grey phone system 1 x Single switch Honeywell thermostat	Dusty, finger marked 1 x Screw missing	
94.	<b>Heating</b>	White painted single radiator		
95.	<b>Overall cleanliness</b>		Further light clean required to areas noted	

Staircase leading to Further Hallway				
	Item	Description	Check in Condition	Check out condition
96.	Ceiling	Papered & painted white		
97.	Walls	Papered & painted cream Medium wood varnished handrail		
98.	Skirting	Painted white Skirting mounted wires	Painted over old defects	
99.	Flooring	Medium wood laminate Brown trim to front		
100.	<b>FURTHER HALLWAY</b>			
101.	Ceiling	Papered & painted white Smoke detector	Not tested	
102.	Lighting	2 x Brass inset spotlights	Working	
103.	Walls	Papered & painted cream Rear wall entry  Left wall entry Medium wood varnished handrail with fixings Front wall entry  Mirror Right wall entry	Rubbed & small tears to angle, 1 x pin, small gouge to low level Minor marks  Light cracking to edge, 1 x plugged screw, small drip mark, minor marks  Minor scuff marks, 1 x pin	
104.	Skirting	Painted white	Painted over old defects, dusty	
105.	Scotia	Light wood	Minor marks	
106.	Flooring	Light wood laminate Part painted white	Marked, chipped, painted over old defects	
107.	Electrics	1 x Single switch 1 x Telephone point with wires from	Dusty Dusty	



<b>Staircase leading to Further Hallway</b>				
	<b>Item</b>	<b>Description</b>	<b>Check in Condition</b>	<b>Check out condition</b>
<b>108.</b>	<b>Heating</b>	White painted single radiator	Dusty	
<b>109.</b>	<b>Built-in-cupboard</b>	Door – painted white Chrome handle Door frame – painted white Rear of door – painted white Chrome hook Chrome handle Interior – painted white Water stop cock Worcester boiler Timer switch Siemens heating & hot water control panel Fuse box Gas Meter Flooring – boarded	Minor scuff marks to low level, small dent to low level Lightly scratched Painted over old defects  Paint marked  Old decoration  Reading at end of report Discoloured marks, cut out sections	
<b>110.</b>	<b>2 x Steps leading to Bedroom Two</b>	Medium wood laminate Brown trim		
<b>111.</b>	<b>Overall cleanliness</b>		Further light clean required to areas noted	

## Bedroom Two

	Item	Description	Check in Condition	Check out condition
112.	Front of Door	Painted white Chrome handle Self closer (removed)	Paint mark to top level on left side Lightly scratched	
113.	Door Frame	Painted white Wires around		
114.	Door threshold	Light wood laminate		
115.	Rear of Door	Painted white Chrome handle	Light dust Paint marked	
116.	Door Frame	Painted white	Painted over old defects	
117.	Window (s)	Painted white box sash style Cords (intact)	Light scratch marks to panes, clean required to exterior	
118.	Window sill	Painted white		
119.	Curtains/Blinds	Curtain track Pair of below sill length wave design brown & cream lined curtains	Linings water marked	
120.	Ceiling	Papered & painted white	Patchy, small marks, 1 x chip, drag marks caused by built-in-wardrobes	
121.	Lighting	Single pendant – bulb Cream shade	Working Dusty	
122.	Walls	Papered & painted cream Left wall entry  Front wall entry Right wall entry Rear wall entry Brass tie back hook Vent – painted cream	Patchy, gouge caused by door handle, minor marks Patchy, 2 x picture hook holes Patchy, sign of old radiator fitting Patchy, signs of repair, 1 x pin	

<b>Bedroom Two</b>				
	<b>Item</b>	<b>Description</b>	<b>Check in Condition</b>	<b>Check out condition</b>
123.	<b>Skirting</b>	Painted white Skirting mounted wires to rear wall entry	Painted over old defects, light dust	
124.	<b>Scotia</b>	Light wood	Minor scuff marks	
125.	<b>Flooring</b>	Medium wood laminate		
126.	<b>Electrics</b>	1 x Single switch 2 x Double sockets 1 x Single socket Sky connection (from wall) Telephone extension cable (end missing)	Dusty, finger marked Dusty, finger marked Dusty, finger marked	
127.	<b>Heating</b>	White painted double thermostatic radiator		
128.	<b>Built-in-wardrobes</b>	3 x Light wood doors 3 x Chrome handles Interior 9 x Shelves (1 x variation in colour) Hanging rail		
129.	<b>Overall cleanliness</b>		Further light clean required to areas noted	

<b>Bathroom</b>				
	<b>Item</b>	<b>Description</b>	<b>Check in Condition</b>	<b>Check out condition</b>
130.	<b>Front of Door</b>	Painted white Chrome handle	Scratched, paint marked	
131.	<b>Door Frame</b>	Painted white	Painted over old defects	
132.	<b>Door threshold</b>	Light wood laminate		
133.	<b>Rear of Door</b>	Painted white Chrome dolphin style hook Handle painted white Brass bolt	Loose, paint marked Paint marked, scratched Sign of old bolt housing to left of	
134.	<b>Door Frame</b>	Painted white		
135.	<b>Window to Front</b>	Painted white box sash style White painted window furniture Chrome shower fixing Chrome & white Mediterranean shower head Chrome hose	Small chips  Very light lime scale to jets  Lime scaled	
136.	<b>Window sill</b>	Painted white	Creased paint effect to centre	
137.	<b>Window to Side</b>	Painted white - obscured glass	Circular cut out to top pane	
138.	<b>Window sill</b>	Painted white	Painted over old defects	
139.	<b>Window reveal</b>	Part painted cream Part tiled – green mosaic		
140.	<b>Ceiling</b>	Papered & painted cream Extractor fan Loft hatch painted white	Patchy Working Marked	
141.	<b>Lighting</b>	4 x White inset spotlights	Working, lightly discoloured	
142.	<b>Walls</b>	Part papered & painted cream Rear wall entry		

<b>Bathroom</b>				
	<b>Item</b>	<b>Description</b>	<b>Check in Condition</b>	<b>Check out condition</b>
		2 x Oval mirrors  Chrome holder with opaque glass beaker Left wall entry  Front wall entry 2 x Frosted glass shelves with chrome fixings Right wall entry 2 x Mirror doors with frosted glass to edge medicine cabinet 2 x Chrome knobs Interior - 1 x shelf  Part tiled – green mosaic  White grout	Silvering to edges, 2 x chips to top level, splash marks under Paint marked Minor marks, heavy signs of filler around shower area Minor marks Paint marked, rust marks  Minor marks Silvering  Usage marks, light clean required Large scuff & small chip to right of Signs of old shower unit to far left corner, light grout marks Mould spots to far left corner	
<b>143.</b>	<b>Flooring</b>	Light wood laminate	Open joints to front of shower, open to edges exposing cork under	
<b>144.</b>	<b>Electrics</b>	Light pull cord with end toggle		
<b>145.</b>	<b>Heating</b>	White ladder radiator White painted double radiator	Small scuffs, paint marks	
<b>146.</b>	<b>SANITARY WARE</b>			
<b>147.</b>	<b>Sinks</b>	2 x Green glass circular sinks 2 x Chrome wastes  Chrome taps & jet to each (from wall) Glass & chrome supports	Surface scratch marks to one bowl Light discolouration to one, surface scratch marks Lime scale to jets	
<b>148.</b>	<b>Shower Cubicle</b>	White shower cubicle Glass etched panels		

<b>Bathroom</b>				
	<b>Item</b>	<b>Description</b>	<b>Check in Condition</b>	<b>Check out condition</b>
		Interior – tiled white White grout 2 x Chrome shower fixings Chrome shower head White shower tray with non-slip surface Chrome waste	Grout residue Pink discolouration in part  <b>To be replaced</b> Clean required Light lime scale around	
<b>149.</b>	<b>Bath</b>	White plastic bath  Chrome jet (from wall) Chrome pop up waste Chrome pop up waste control Sealant around – white 2 x Chrome controls Bath panel – tiled green mosaic Access panel to side	Small paint marks, fixing residue, clean required Lime scale to jet  Light mould spots Small paint marks Light paint marks	
<b>150.</b>	<b>WC</b>	Concealed cistern – tiled green mosaic  Access panel 2 x Chrome flushes White low level WC  White lid White seat Chrome fixings	Tiles missing to left edge & top, rear left & right side & front right side Missing tiles around  Light clean required, small scuff marks to bowl	
<b>151.</b>	<b>Misc.</b>	Small chrome flip top bin Chrome toilet brush & toilet brush holder Chrome toilet roll holder	Light rust marks	
<b>152.</b>	<b>Overall cleanliness</b>		Further clean required to areas noted	



### **General Disclaimer**

This is an independent inventory report that provides a fair and accurate record solely of the contents and condition of the property and does not form any part of a valuation or structural report. The person preparing the inventory is not an expert on fabrics, woods, material, antiques etc, nor a qualified surveyor or valuer. Any materials referred to are based on a visual description. It is not confirmation of the actual material used.

This inventory is compiled on the basis that all items listed are in good order and clean, any defects or soiling are noted where appropriate. The inventory should not be used as an accurate description of each and every piece of furniture and equipment. The movement of any items of heavy furniture or appliances will not be undertaken.

Property left in lofts, garages, sheds, cellars or in locked rooms, which have not been noted in the inventory, are the sole responsibility of the Landlord. Only a general description is given of any gardens or grounds with the property, not a detailed survey or contents report.

Landlords should bring any omissions to this report to our attention within 14 days by emailing the details to [sue@fhsinventoryservices.co.uk](mailto:sue@fhsinventoryservices.co.uk)

Please note that when describing each room, the description of left and right is taken upon entrance of each room and is given in a clockwise direction.

**This inventory has been prepared on the principle that in the absence of comments an item is free from obvious damage or soiling.**

### **Safety Disclaimer**

The inventory relates only to the furniture, furnishings and all Landlords equipment and contents in the property. It is not a guarantee of, or assurance of 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 the same.

None of the gas or electrical appliances have been checked as to working order they have been power tested only. Fire and safety regulations regarding Furnishings, Gas, Electrical and similar services are ultimately the responsibility of the instructing principle.

Internal lights have been checked for operation and any negative comments made in the report. None of the external lights, all the power points or general household electrics have been checked as to working order. These items will be individually noted in the report and any such items that appear to be superficially faulty will be noted.

### **Furniture and Furnishings (Fire) (Safety) Regulations 1988 as amended 1993**

#### **Furniture and furnishings:**

Relevant furniture and furnishings, which have an appropriate label complying with the above regulations, will be shown on the inventory as 'Fire label attached', this is however not a statement confirming that the item complies with the regulations.

Any relevant furniture and furnishings where no labels are identified and the Landlord has not confirmed in writing that the items comply with the above regulations will be marked with 4 asterisks (\*\*\*\*) on the inventory. It is the responsibility of the Landlord or Agent to ensure those items are removed from the property prior to the commencement of any tenancy.

#### **Smoke detectors**

If fitted at the property, it is the tenant's responsibility to inspect them and ensure they are in full working order as per the manufacturer's instructions from the start and for the duration of the tenancy.

Smoke detectors, boilers, gas fires, water supply and radiators are not tested. The relevant utility companies must check all meter readings, as we cannot be held responsible for any discrepancies. We are not held liable should meters not be located or accessible to read.

<b>Mains Services</b>			
<b>SERVICE</b>	<b>ADDRESS</b>	<b>TELEPHONE</b>	<b>E MAIL</b>
ELECTRICITY			
GAS			
WATER			
LOCAL AUTHORITY			
<b>SERVICE</b>	<b>LOCATION</b>	<b>READING IN</b>	<b>READING OUT</b>
ELECTRICITY	Left of entrance inside door	26774	
GAS	Further hallway built in cupboard	1923	
WATER	Water meter reading not taken. Please note - It is the Tenants responsibility to contact the utility company		
<b>Location of Water Stop Cock</b>			
Further hallway built in cupboard			

<b>Tenant Acknowledges Receipt of Gas Safety Certificate</b>		
<b>TENANTS NAME</b>	<b>SIGNATURE</b>	<b>DATE</b>
Signed and held with agent		

## Declaration

Whilst every care has been taken to ensure the accuracy of this inventory, the person who has prepared it cannot guarantee the accuracy.

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.

The inventory relates only the furniture, furnishings and all Landlord's equipment and contents in this 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 condition of the same.

The Inventory states where relevant, furniture and furnishings (fire) (safety) regulations labels have been identified. Where not possible to identify the items of furniture and furnishings as complying with the relevant furniture and furnishings (fire) safety) regulations, it is assumed that they do not comply, unless otherwise stated by the Landlord.

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 there in.

Inventory Agreement Signatures		
TENANTS NAME Signed and held with agent	SIGNATURE	DATE
TENANTS NAME	SIGNATURE	DATE
LANDLORDS NAME	SIGNATURE	DATE
REPRESENTATIVE/AGENT NAME	SIGNATURE	DATE
FOR AND ON BEHALF OF FHS INVENTORY SERVICES/NAME  Sue Hindley	SIGNATURE	DATE  31 <sup>st</sup> August 2011

Keys		
KEY TYPE	DOOR	NUMBER OF KEYS
As per photocopy		As per photocopy



info@fhsinventoryservices.co.uk  
 www.fhsinventoryservices.co.uk  
 Main Office: 01923 351382  
 Direct Line: 07816 779754



Schedule of Condition at Check-in	
GENERAL CONDITION	In good order
WALLS	In good order, patchy where noted
SKIRTING/WOODWORK	In good order, painted over old defects
CARPETS	n/a
LAMINATE FLOOR	In order
TILES	Sections missing around WC, grout discoloured to bathroom
CURTAINS/BLINDS	In order
SANITARY WARE	New shower head fitted for check-in, residue to bath remains
KITCHEN	Light wipe over to interior units, domestic clean only

Schedule of Condition at Check-in	
APPLIANCES	New washer/dryer, power tested
WINDOWS	Clean to interior, clean required to exterior
FURNITURE	n/a
GARDEN	n/a
OVERALL CLEANLINESS	Domestically cleaned only
NOTES	
ELECTRICITY READING	26774
LOCATION	Left of entrance inside door
GAS READING	1923
LOCATION	Further hallway – built in cupboard
WATER METER	N/A
LOCATION	N/A
KEYS HANDED OVER	As per photocopy



**Schedule of Condition at Check-in**

Declaration

I the undersigned have examined the schedule of condition and agree with its content.

Tenant Name:

Signed and held with agent

Signed (Tenant):

Date:

For fhs Inventory Services

Checked in by: Sue Hindley

Signed:

Date: 1<sup>st</sup> September 2011

Looking after your property assets

Inventory Makes | Check In | Mid Term | Check Out Reports