# Check Out

INVENTORY BEE

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Prepared on behalf of Example Lettings Ltd

Property inspected by A. Clerk

## Address

123 Preview Street
Sample City
London
AB1 2CD




## Carried Out

**October 22nd 2026**

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## Disclaimers

This inventory has been prepared by Inventory Bee to provide an accurate "as seen snapshot" of the property and its contents at the time of inspection. It serves as a fair and objective record of the internal condition and items present. Whilst it identifies the condition of recorded items, it is not intended to be a detailed technical description of every piece of furniture, nor does it constitute a structural survey report.

The Inventory Clerk is not a specialist in materials, antiques, or valuations, nor are they qualified surveyors. Consequently, they are not required to verify if items are authentic, made of precious materials, or brand new, even if they appear to be so.

**Items in Storage & Access**
Please note that items kept in lofts, cellars, locked rooms, garages, or sheds which are not specifically noted in this report are the sole responsibility of the landlord. While every effort is made to inspect all areas, Inventory Bee cannot be held responsible for items not recorded if access was restricted or unsafe. Furthermore, heavy furniture or appliances will not be moved, so observations may be limited where visibility is obstructed.

**Tenants in Situ**
If this inventory was completed while tenants were already occupying the property, it may be difficult to distinguish between landlord and tenant possessions. In such instances, or where access is restricted, the report may contain inaccuracies for which Inventory Bee accepts no liability.

**Validation**
We strongly recommend that both landlords and tenants review this document to confirm its accuracy. Any queries or discrepancies must be reported directly to Inventory Bee within 7 days of the inspection date. Please note that this timescale may vary if subject to specific letting agent criteria.

**SAFETY DISCLAIMER**
This document is purely a record of the furniture, furnishings, and equipment present at the property. It is **not** a guarantee of safety or working order, merely a record that items exist and their superficial condition. No electrical or gas appliances have been tested for functionality, and their working state may differ following use.
The Inventory Clerk is not a qualified electrician, nor an expert in Housing Health and Safety Rating System (HHSRS) or Fire Regulations. While they may note obvious visual issues, they are not required to report on compliance with safety legislation.

**UTILITY METERS**
Readings and serial numbers for gas, electricity, water, oil, and propane are recorded as a courtesy service, provided access is safe and accessible. Meters located in unsafe areas or conditions will not be read, and clients will be notified accordingly.

*Oil and propane levels are measured via electronic devices or external visual inspection. We do not estimate levels or physically dip tanks.*

**GUIDANCE NOTES**
Inventory Bee produces professional inspection reports designed to be clear and comprehensive. The following information explains how this document should be interpreted and used.

**THE INVENTORY**
An inventory is a written and photographic record taken at a specific moment in time. It details the components and contents of the property "as seen" by the Clerk. This serves as the baseline reference for the property's condition. Additional notes may be added by all parties to enhance accuracy.

**IMPORTANT:** Unless otherwise stated next to an item, all listed items are assumed to be in good working order and condition, though not necessarily new or perfect.
Fair wear and tear is not assessed at the start of the tenancy, though the Clerk may note the apparent age or condition to assist with future identification.

**THE CHECK-IN**
This report confirms the accuracy of the inventory at the start of the tenancy, signed off by the tenant and Clerk. It typically includes meter readings and key collections. It may be issued with or separate from the main inventory and is essential evidence for the check-out process.

**THE CHECK-OUT**
This inspection identifies any changes in condition or content since the start of the tenancy. It is not a duplicate inventory; rather, it highlights differences to help determine liability for damages, loss, or cleaning standards.
The Clerk may offer an opinion on whether changes are due to tenant action or fair wear and tear. However, they do not assess financial liability or costs; this is determined by the landlord or agent, supported by quotes or receipts where necessary.

*Please note: If the property is not ready for inspection upon vacating, a return visit will be required, and an additional fee will apply.*

**STANDARDS EXPECTED AT CHECK-OUT**



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**CLEANING**
The property must be left in a thoroughly clean condition. Particular attention should be paid to bathrooms, windows, floors, woodwork, and all kitchen appliances (ovens, hobs, extractors, fridges, etc.). All carpets must be vacuumed and professionally cleaned. If the standard is unsatisfactory, professional cleaners will be employed, and the cost deducted accordingly.

**CROCKERY & UTENSILS**
Items will be checked for chips, cracks, burns, and damage. Where damage exceeds normal wear and tear, replacement or repair costs will be applied.

**DECORATIONS**
Minor marks from everyday living are expected, but excessive marks, stains, or damage will be charged for. This includes holes, nails/screws, crayon marks, scratches to woodwork, or torn wallpaper.

**BEDS & BEDDING**
Mattresses and beds are inspected for new stains or damage. Costs for cleaning or replacement will be charged as appropriate. All provided linen must be returned laundered or dry cleaned; failure to do so will result in laundry fees being applied.

**POLISHED FURNITURE**
Please take care to protect polished surfaces. We check for scratches, water marks, and damage to joints. Repair and re-polishing costs can be high, so negligence in this area will be charged.

**KEYS**
All keys issued must be returned at the end of the tenancy. Loss of keys will result in charges for replacement and lock changes.

**GARDENS**
If no gardener is employed, tenants are expected to maintain lawns, borders, and general tidiness throughout the tenancy. If the garden is left in a poor state compared to the start, the cost of professional gardening work may be deducted and charged by the landlord or letting agent.



Tenant Initials: _____

## 1. SCHEDULE OF CONDITION

| Ref | Name | Condition at Inventory & Check In | Condition at Check Out |
|---|---|---|---|
| 1.1 | **General** | Property is in a generally good condition. | *As Inventory & Check In* |
| 1.2 | **Decorative order** | Showing light scuffs and usage marks, several nail holes and screw seen to walls, a large area of water damage seen to kitchen ceiling, as noted | *As Inventory & Check In* +<br><br>Stains visible to ceiling above dining area - consistent with leak.<br>Plaster peeling in places; multiple hairline cracks present. |
| 1.3 | **Floors** | General light surface scratches and wear to wooden floors, carpets are in a good condition. | *As Inventory & Check In* |
| 1.4 | **Woodwork** | Minor scuff marks to skirting and to door frames, some heavier chips to door frames in places. | *As Inventory & Check In* |
| 1.5 | **Fixtures and fittings** | A few door handles are quite loose, a couple of kitchen unit and cupboard doors are loose. | *As Inventory & Check In* |
| 1.6 | **Walls** | Occasional light scuffs, a few screws and hooks fitted. | *As Inventory & Check In* +<br><br>Additional scuff marks observed, scattered across walls.<br>Consistent with general wear and tear. |
| 1.7 | **Lights** | All in a working order. | *As Inventory & Check In* |
| 1.8 | **Contents/Furnishings** | Light usage marks and wear seen in places, heavier wear seen to sofas in reception. | *As Inventory & Check In* |
| 1.9 | **Bathroom** | In a good condition, in a working order. | *As Inventory & Check In* +<br><br>Wear and tear visible to vanity units - bathroom & en-suite.<br>Consistent with age and normal use over time. |
| 1.10 | **Outside space** | Good condition, light weathering. | *As Inventory & Check In* |
| 1.11 | **Windows** | Good condition, in a working order. | *As Inventory & Check In* |
| 1.12 | **Appliances** | Good condition, all tested for power unless otherwise stated. | *As Inventory & Check In* |



Tenant Initials: _____

## 2. CLEANING SUMMARY

| Ref | Name | Condition at Inventory & Check In | Condition at Check Out |
|---|---|---|---|
| 2.1 | **General** | Professionally cleaned | Cleaned to a professional standard.<br>Some omissions noted to skirting boards and a few chrome fittings. |
| 2.2 | **Floors** | Professionally cleaned | Cleaned to a professional standard. |
| 2.3 | **Woodwork** | Professionally cleaned | Cleaned to a professional standard. |
| 2.4 | **Fixtures and fittings** | Professionally cleaned | Cleaned to a professional standard. |
| 2.5 | **Lights** | Professionally cleaned | Cleaned to a professional standard. |
| 2.6 | **Contents/Furnishings** | Professionally cleaned | Cleaned to a professional standard. |
| 2.7 | **Bathroom** | Professionally cleaned | Cleaned to a professional standard. |
| 2.8 | **Outside space** | Professionally cleaned | In heavily weathered condition. Requires professional cleaning.<br>Needs Cleaning - Tenant |
| 2.9 | **Windows** | Professionally cleaned | Cleaned to a professional standard. |
| 2.10 | **Appliances** | Professionally cleaned | Cleaned to a professional standard. |

## 3. METER READINGS

| Ref | Name | Serial No. | Reading at Inventory & Check In | Reading at Check Out | Location | Supplier |
|---|---|---|---|---|---|---|
| 3.1 | Electric | ~~D17B208776;~~ *18M1098013.*<br><br>*Meter appears different from recorded inventory details.;* | 28890 | 44436 kWh. | Communal Riser Cupboard. | |



Tenant Initials: _____

## 3. METER READINGS (CONT.)




*Ref #3.1*

## 4. KEYS

| Ref | Name | Description |
|---|---|---|
| 4.1 | Keys Issued | 1x front door Yale<br>Returned to concierge |

## 5. KEYS RETURNED AT CHECK-OUT

| Ref | Name | Description |
|---|---|---|
| 5.1 | Sets | 3x Front Door Keys.<br>2x Mailbox Keys. |




*Ref #5.1*

## 6. LOCATION OF AND ALARMS, DETECTORS AND WATER OUTLETS

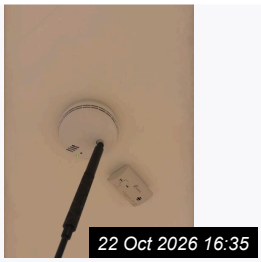
| Ref | Name | Location Room & Floor | Test Result at Inventory & Check In | Test Result at Check Out |
|---|---|---|---|---|
| 6.1 | Fuse board | Cupboard 1 | | |
| 6.2 | Stop cock | Cupboard 1 | | |
| 6.3 | Boiler | Cupboard 1 | | |
| 6.4 | Water tank | Cupboard 1 | | |



Tenant Initials: _____

## 6. LOCATION OF AND ALARMS, DETECTORS AND WATER OUTLETS (CONT.)

| | | | | |
|---|---|---|---|---|
| 6.5 | Smoke detectors | x2 | In working order | 1x Entrance & Hallway: Tested, confirmed in working order.<br>1x Reception Area: Tested, confirmed in working order.<br>1x Kitchen: No batteries.<br>Needs Replacing - Tenant |
| 6.6 | Water outlets | | Tested Working | *As Inventory & Check In* |
| 6.7 | Carbon Monoxide | x1 | In working order | *As Inventory & Check In* |
| 6.8 | Fire Alarm | | *Item added after Check In* | Unable to test. |



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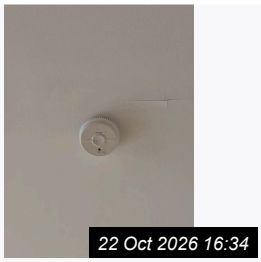

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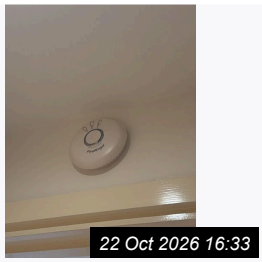

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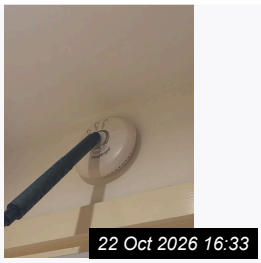

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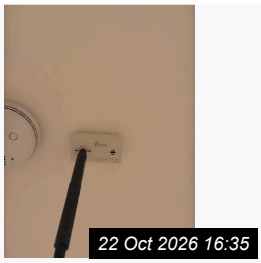

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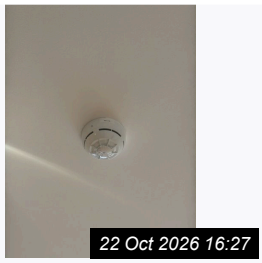


*Ref #6.8*

## 7. MANUALS

| Ref | Name | Description |
|---|---|---|
| 7.1 | Manuals | 1x home information pack seen to reception audio unit |

## 8. ENTRANCE AND HALLWAY

| Ref | Name | Description | Condition at Inventory & Check In | Condition at Check Out |
|---|---|---|---|---|
| 8.1 | External door | Natural wood effect<br>Stainless steel numeral '406'<br>Spyhole<br>Handle<br>2x Yale locks and closer | Good condition<br>In working order<br>A few chips to leading edge<br>Minor scuffs | *As Inventory & Check In* |
| 8.2 | External door frame | Natural wood effect | Minor scuffs | *As Inventory & Check In* |



Tenant Initials: _____

| 8. ENTRANCE AND HALLWAY (CONT.) | | | | |
|---|---|---|---|---|
| 8.3 | Internal door | Natural wood effect<br>Spyhole<br>Handle<br>2x Yale locks and closer<br>1x brass handle | 2x screw holes by handle<br>Tarnishing to handle<br>In working order | *As Inventory & Check In* |
| 8.4 | Internal door frame | Cream painted | 3x screw holes seen | *As Inventory & Check In*<br>+<br><br>Scuff marks & paint wear visible at base corner. |
| 8.5 | Floor | Natural wood effect | Faint surface scratches and indentations to main tread areas<br>A few heavier curved scratch marks caused by bathroom door and also forward of bathroom door | *As Inventory & Check In* |
| 8.6 | Skirting Boards | Cream painted | Minor scuff marks<br>Light cracking to top | *As Inventory & Check In* |
| 8.7 | Walls | White painted | Occasional minor scuffs and shaded marks<br>1x screw to left wall<br>2x screws to right wall | *As Inventory & Check In*<br>+<br><br>Hairline crack running down wall above console table.<br>Additional scuff marks at mid & low levels - consistent with general wear.<br>Surfaces otherwise intact. |
| 8.8 | Ceilings | Painted white | In good condition | *As Inventory & Check In*<br>+<br><br>Hairline crack runs from above console table up to ceiling.<br>Surfaces otherwise intact. |
| 8.9 | **Fixtures & Fittings** | | | |



Tenant Initials: _____

| 8. ENTRANCE AND HALLWAY (CONT.) | | | | |
|---|---|---|---|---|
| 8.9.1 | - | 4x recessed LED spotlights<br><br>Stainless steel and white plastic sockets and switches<br><br>1x hook to blank fuse plate right side of entry<br><br>Ceiling mounted smoke alarm<br><br>Ceiling mounted carbon monoxide alarm<br><br>White plastic entry phone<br><br>2x Floor mounted stainless steel doorstops | All in working order<br><br>All appear in a good condition, but untested<br><br>In good condition<br><br>Expiry 2032<br>In working order<br><br>In working order<br><br>Tested for power only<br><br>2x loose to fit | *As Inventory & Check In* |
| 8.10 | Built-in cupboard | Natural wood effect door with stainless steel handle to both sides<br>Interior white plastic sockets and switches<br>1x Megaflo water tank<br>1x switch box<br>1x grey plastic mop and bucket<br>Grey dustpan and brush<br>Eureka vacuum cleaner with attachments | General light scuffs and wear to interior surfaces<br>Electrical fixtures untested<br>Furnishings are in a used order and untested<br>Main door handle is loose | *As Inventory & Check In*<br>+<br><br>**Contents**<br>Ironing board - orange cover with white polka dots.<br>3x Long handled brooms - varying sizes.<br>Paint pot. |
| 8.11 | **Furniture & Furnishings** | | | |
| 8.12 | Console Table | 1x gold metal and frosted glass console table | Minor scuffs and usage marks | *As Inventory & Check In* |
| 8.13 | **Window** | | | |
| 8.13.1 | - | N/A | | N/A. |



*Ref #8 - Virtual Overview*

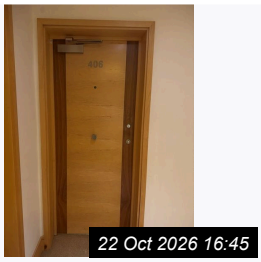


*Ref #8 - Virtual Overview*



Tenant Initials: _____

## 8. ENTRANCE AND HALLWAY (CONT.)



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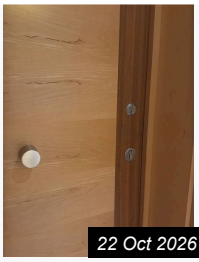

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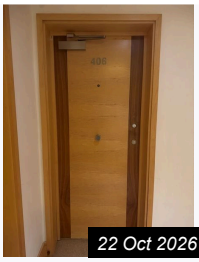

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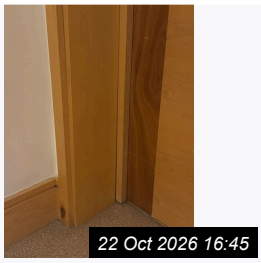

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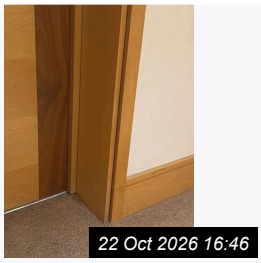

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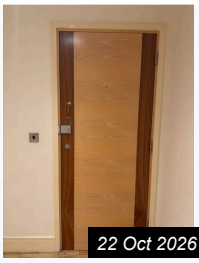

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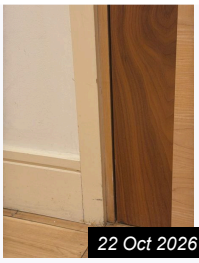

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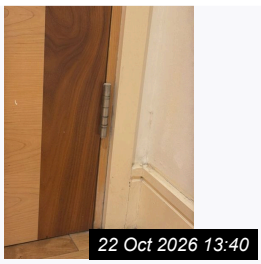

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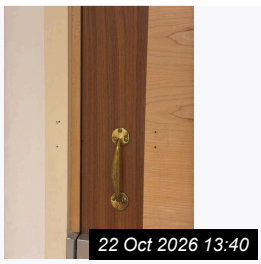

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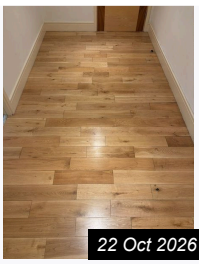

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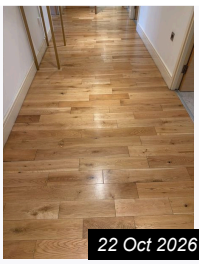

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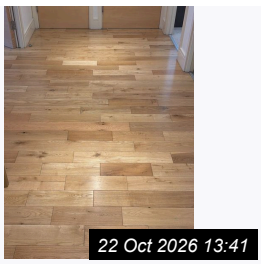

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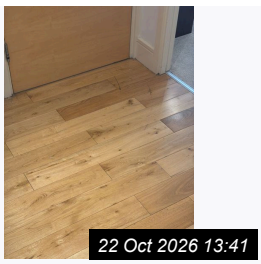

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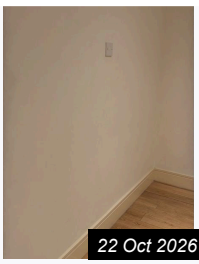
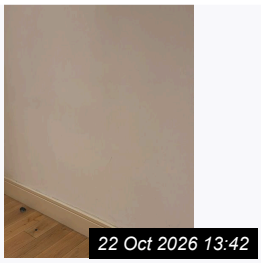


Ref #8.7



Tenant Initials: _____

## 8. ENTRANCE AND HALLWAY (CONT.)



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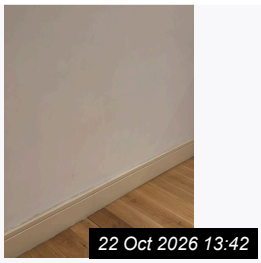

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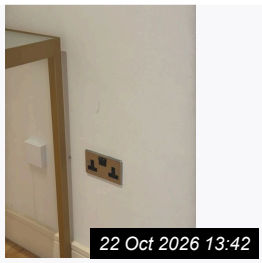

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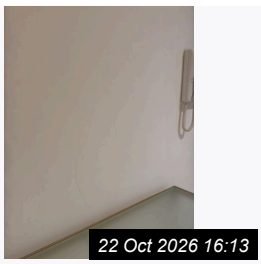

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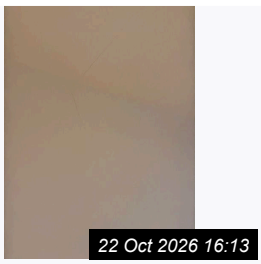

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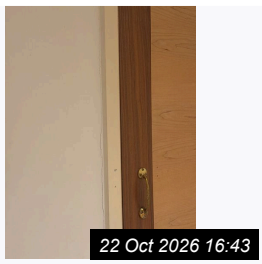

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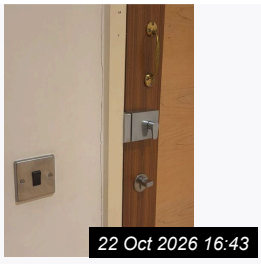

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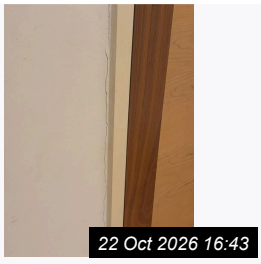

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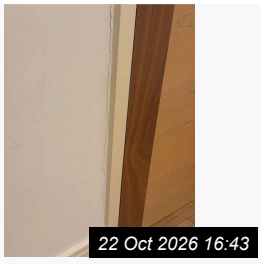

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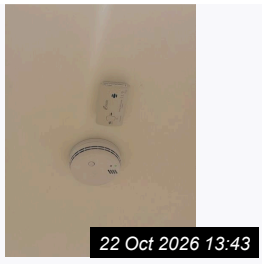

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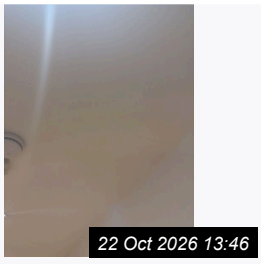

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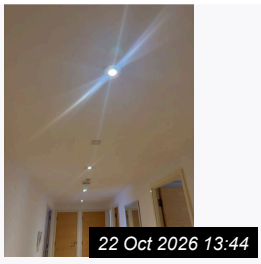

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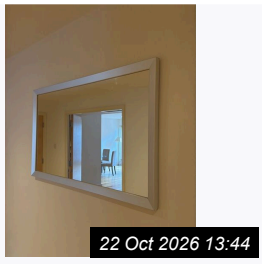

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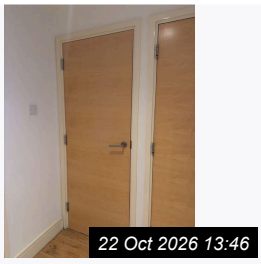

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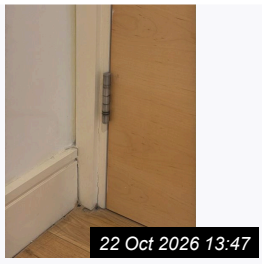

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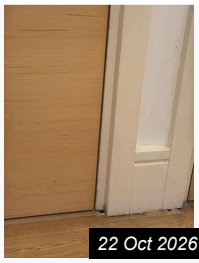
Tenant Initials: _____

## 8. ENTRANCE AND HALLWAY (CONT.)



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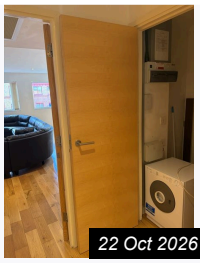

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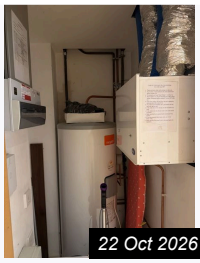

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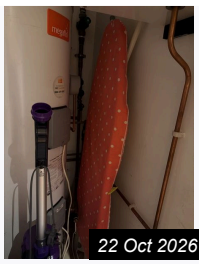

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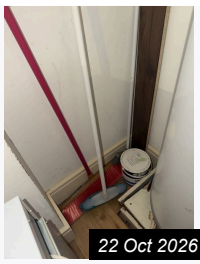

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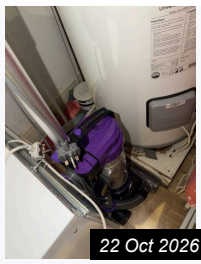

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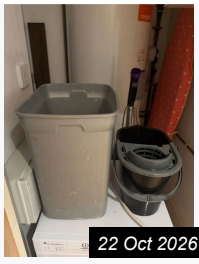

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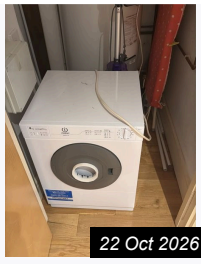

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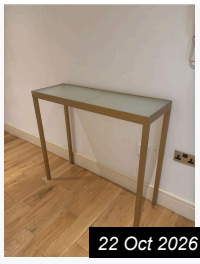


Ref #8.12

## 9. BEDROOM ONE (RIGHT HAND SIDE)

| Ref | Name | Description | Condition at Inventory & Check In | Condition at Check Out |
|---|---|---|---|---|
| 9.1 | External door | Natural wood effect<br>Stainless steel handle | Good condition<br>In working order<br>Light chipping along both low level edges | *As Inventory & Check In* |
| 9.2 | External door frame | Cream painted wooden | In good condition | *As Inventory & Check In*<br>+<br><br>Scuffs, paint wear & small blemish at base corner. |



Tenant Initials: _____

| 9. BEDROOM ONE (RIGHT HAND SIDE) (CONT.) | | | | |
|---|---|---|---|---|
| 9.3 | Internal door | Natural wood effect<br>Stainless steel handle<br>1x bolt lock | Good condition<br>In working order<br>Light chipping along both low level edges | *As Inventory & Check In* |
| 9.4 | Internal door frame | Cream painted wooden<br>Fire chain attached | In good condition | *As Inventory & Check In* |
| 9.5 | Floor | Beige carpet | Evidence of professional clean<br>Generally in a good condition throughout | 2 iron burn marks visible in front of chest of drawers.<br>1 small circular burn mark - RHS of bed.<br>2 round brown marks - in front of wooden chair.<br>Carpet intact otherwise.<br>Damage / Neglect - Tenant |
| 9.6 | Skirting Boards | Cream painted | Minor scuff marks | *As Inventory & Check In* |
| 9.7 | Walls | White painted | Occasional minor scuffs and shaded marks<br>2x nails right side of entry<br>Numerous filler marks and 2x nails to right wall<br>2x nails and 1x screw to left wall<br>5x nails and 1x screw hole to wall opposite entry<br>Green shaded patch left side of window | *As Inventory & Check In* |
| 9.8 | Ceilings | White painted | Minor scuffs forward of ensuite entry | *As Inventory & Check In* |
| 9.9 | **Fixtures & Fittings** | | | |
| 9.9.1 | - | 6x recessed LED spotlights<br><br>Stainless steel and black plastic sockets and switches<br><br>2x ceiling mounted vents<br><br>1x Daikin digital thermostat<br><br>Silver framed abstract print<br><br>Silver wood framed mirror<br><br>Beige fabric roller blind with beaded cord | All in a working order<br><br>All appear in a good condition, but untested<br><br>Untested<br><br>Tested for power only<br><br>Some sticker marks to frame<br><br>In good condition<br><br>In a working order<br>Light scuffs and shading<br>Fraying to edges | *As Inventory & Check In* |



Tenant Initials: _____

| 9. BEDROOM ONE (RIGHT HAND SIDE) (CONT.) | | | | |
|---|---|---|---|---|
| 9.10 | Built-in wardrobe | 3x cream laminate doors each with a stainless steel handle<br>Interior natural wood laminate shelving<br>2x rails | Minor usage marks to interior<br>Some chipping along front edge of base of right section | *As Inventory & Check In* |
| 9.11 | **Furniture & Furnishings** | | | |
| 9.12 | Chairs | 2x dark wood and brown suede effect chairs | Minor usage marks<br>A couple of small chips | *As Inventory & Check In* |
| 9.13 | Bedside tables | 2x dark wood effect bedside tables<br>Each with a drawer with stainless steel handle | Minor usage marks<br>In working order | *As Inventory & Check In* |
| 9.14 | Bed base | 1x matching double bed base with matching headboard | Good condition | Surface chipping & finish wear visible along bottom edge.<br>Damage / Neglect - Tenant |
| 9.15 | Mattress | Cream fabric double mattress | In a light used order with some shading | *As Inventory & Check In*<br>+<br><br>Several round stains visible to underside.<br>Needs Cleaning - Tenant |
| 9.16 | Lamp | Glass base lamp with glass shade | Good condition | *As Inventory & Check In* |
| 9.17 | Drawer Unit | Dark wood effect 8-drawer unit<br>Each with a grey plastic handle | Good condition<br>In working order | *As Inventory & Check In* |
| 9.18 | **Window** | | | |
| 9.18.1 | - | 1x with white painted sill<br>Natural wood effect surround<br>1x casement with stainless steel handle<br>1x pane of glass and stainless steel handle | Good condition and in a working order<br>Some scratches and lifting laminate to frame at low level<br>Scuff marks to sill<br>In a working order | *As Inventory & Check In* |
| 9.19 | Doorstop & Door Wedge | 1x Floor-mounted doorstop.<br>1x Cream rubber door wedge. | *Item added after Check In* | In good condition. |

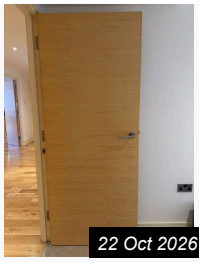


Tenant Initials: _____

## 9. BEDROOM ONE (RIGHT HAND SIDE) (CONT.)




*Ref #9 - Virtual Overview*

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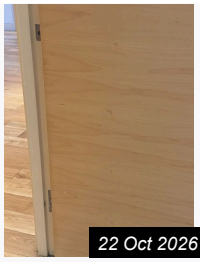


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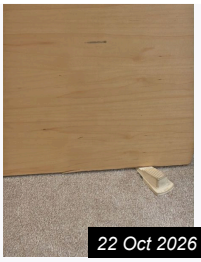


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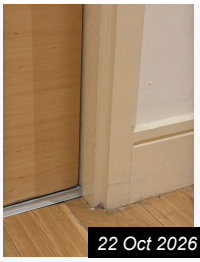


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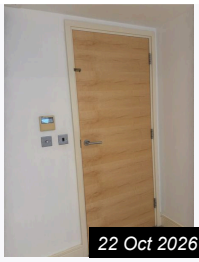


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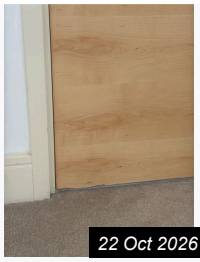


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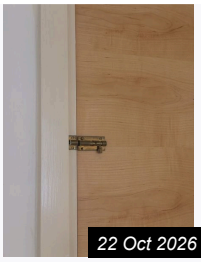


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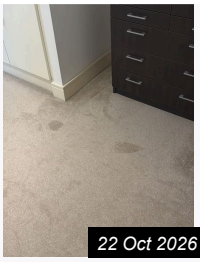


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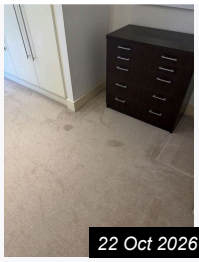


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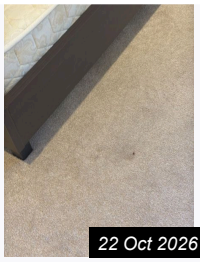


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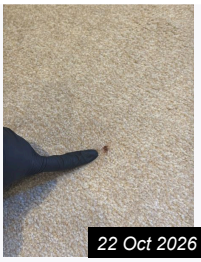


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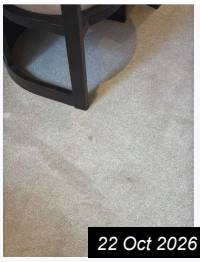


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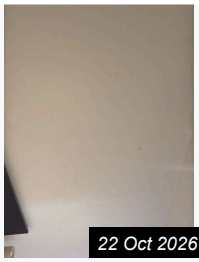


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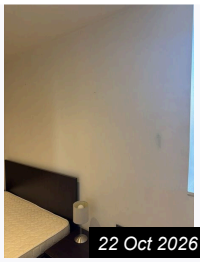


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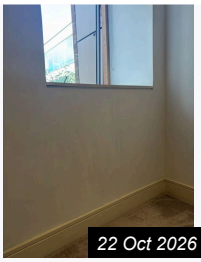


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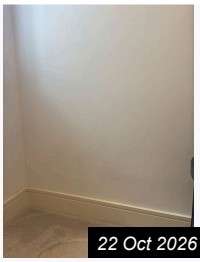


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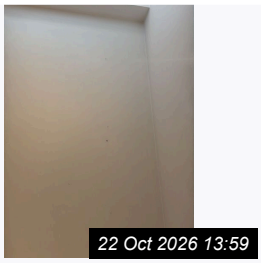
Tenant Initials: _____

## 9. BEDROOM ONE (RIGHT HAND SIDE) (CONT.)



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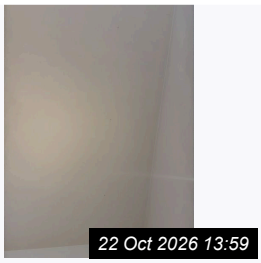

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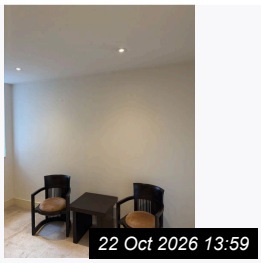

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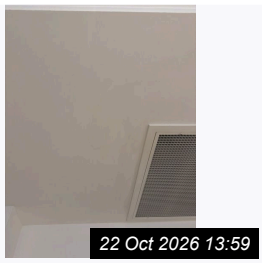

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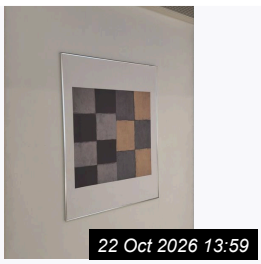

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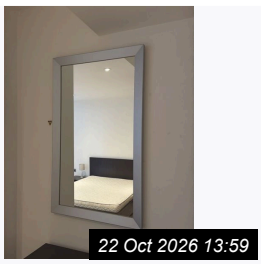

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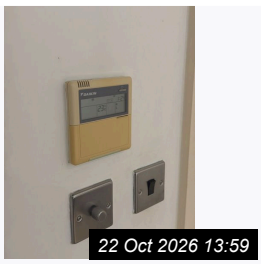

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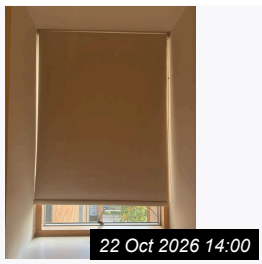

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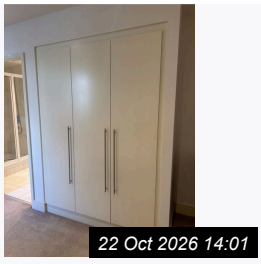
Ref #9.9.1



Ref #9.9.1



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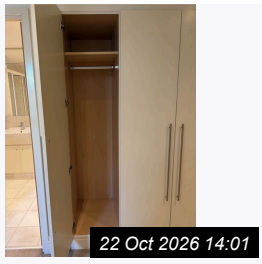

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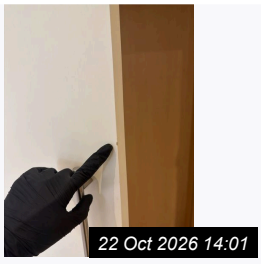

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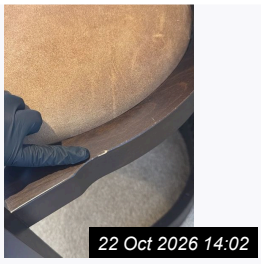

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Ref #9.12

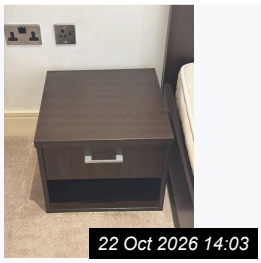


Tenant Initials: _____

## 9. BEDROOM ONE (RIGHT HAND SIDE) (CONT.)



Ref #9.12



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Ref #9.14



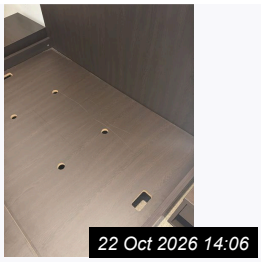
Ref #9.14



Ref #9.15



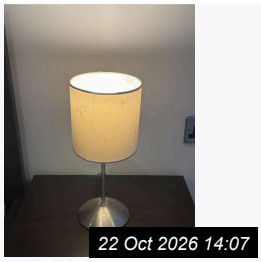
Ref #9.15



Ref #9.15



Ref #9.15



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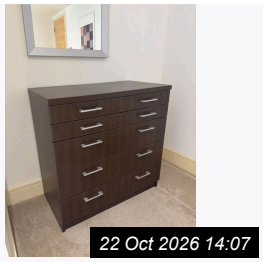

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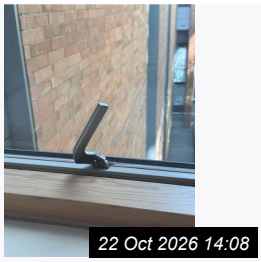
Ref #9.18.1



Ref #9.18.1



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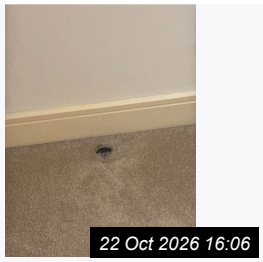

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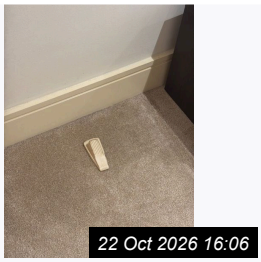


Ref #9.19



Tenant Initials: _____

## 10. EN-SUITE

| Ref | Name | Description | Condition at Inventory & Check In | Condition at Check Out |
|---|---|---|---|---|
| 10.1 | External door | Natural wood effect<br>Stainless steel handle and lock | Chipping along top edge | *As Inventory & Check In* |
| 10.2 | External door frame | Cream painted wooden | Minor painted over defects | *As Inventory & Check In* |
| 10.3 | Internal door | Natural wood effect<br>Stainless steel handle and lock | Chipping along top edge | *As Inventory & Check In*<br>+<br><br>Self-adhesive sticky hook affixed to high level.<br>General Note |
| 10.4 | Internal door frame | Cream painted wooden | In good condition<br>Some quite heavy scuffs to underside | *As Inventory & Check In* |
| 10.5 | Floor | Cream tile | Some light yellow discolouration<br>1x scratch forward of WC<br>Light discolouration to grout | *As Inventory & Check In* |
| 10.6 | Walls | Light cream and grey tile | Some light discolouration to grout | *As Inventory & Check In* |
| 10.7 | Ceilings | White painted | In good condition | *As Inventory & Check In* |
| 10.8 | **Fixtures & Fittings** | | | |
| 10.8.1 | - | 3x recessed LED spotlights<br><br>Stainless steel floor mounted doorstop<br><br>White metal wall mounted heated towel rail<br><br>Cream stone shelf | All in a working order<br><br>Secure<br><br>Loose from wall<br>Untested<br><br>Minor blemish marks | *As Inventory & Check In* |
| 10.9 | Sink | 1x white sink with<br>- Chrome plughole, plug and tap mixer | *Item added after Check In* | - In working order<br>- Light tarnishing to plughole<br><br>2x very small chip holes to sink rim.<br>Damage / Neglect - Tenant |



Tenant Initials: _____

| 10. EN-SUITE (CONT.) | | | | |
|---|---|---|---|---|
| 10.10 | WC | 1x white WC with<br>White plastic seat and lid<br>Chrome flush | In working order | *As Inventory & Check In*<br>+<br><br>Toilet seat detached from fixings.<br>Damage / Neglect - Tenant |
| 10.11 | Medicine cabinet | White laminate medicine cabinet with<br>2x mirrored doors<br>Interior 4x glass shelves<br>Double shaver socket<br>3x additional mirrored panels | In good condition<br>Large section of laminate is missing to front edge<br>Silvering to edges of mirror panels<br>Left mirror panel has chip in bottom right corner | *As Inventory & Check In* |
| 10.12 | Sink storage unit | 1x cream laminate under sink storage unit with<br>2x doors each with a stainless steel handle<br>Interior 1x shelf | Chipping to edges of laminate surround and cistern cover<br>Heavy chip caused by top of toilet seat lid<br>Swelling to interior shelf edge | Fair, Wear & Tear - Landlord |
| 10.13 | Shower unit | 1x shower unit with<br>White base<br>Chrome waste<br>Chrome tap mixer<br>Chrome bracket with flex leading to showerhead<br>White metal and glass 3-piece shower screen door | Good condition<br>In working order<br>Showerhead bracket very slightly loose | *As Inventory & Check In*<br>+<br><br>Self-adhesive sticky hook affixed to wall tiles.<br>Tarnishing & limescale visible to mixer plate.<br>Mould and discolouration visible to sealant throughout.<br>Grout discolouration present in places.<br>Needs Cleaning - Investigate<br>Needs Replacing - Tenant |
| 10.14 | **Furniture & Furnishings** | | | |
| 10.15 | Roll holding cylinder | Chrome toilet roll holding cylinder | In a used order | *As Inventory & Check In*<br>+<br><br>Wobbly.<br>General Note |
| 10.16 | Toilet brush | Matching toilet brush | In a used order<br>Light corrosion | *As Inventory & Check In* |
| 10.17 | Toilet roll holder | Matching toilet roll holder | In a used order<br>Heavy corrosion | *As Inventory & Check In* |
| 10.18 | Bin | 1x matching pedal bin | In a used order | *As Inventory & Check In* |



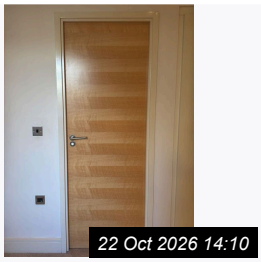
Tenant Initials: _____

## 10. EN-SUITE (CONT.)

| | | | | |
|---|---|---|---|---|
| 10.19 | **Window** | | | |
| 10.19.1 | - | N/A | | N/A. |



*Ref #10 - Virtual Overview*



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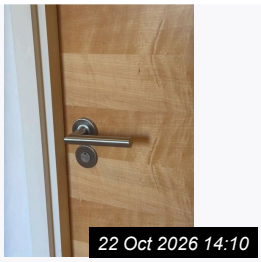

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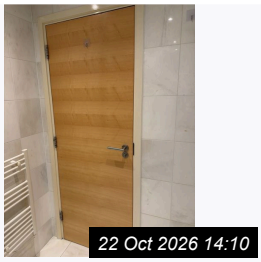

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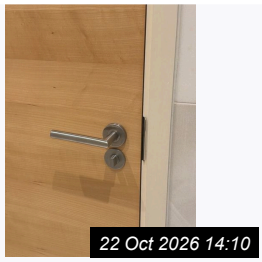

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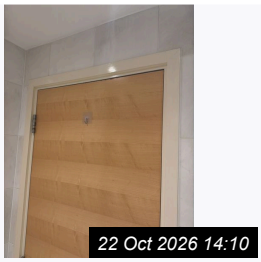

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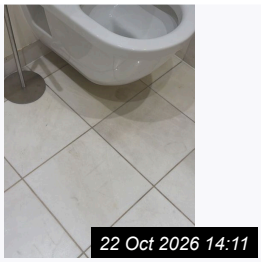
*Ref #10.5*



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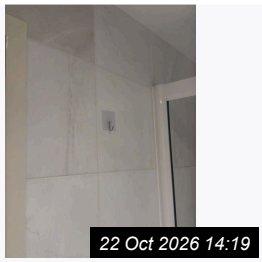

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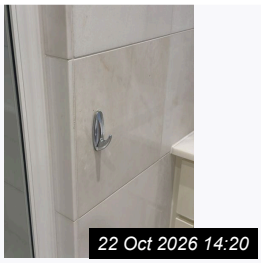

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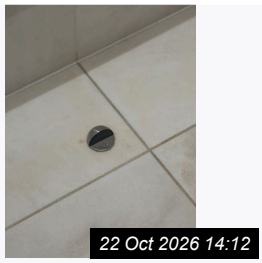
*Ref #10.7*



*Ref #10.8.1*



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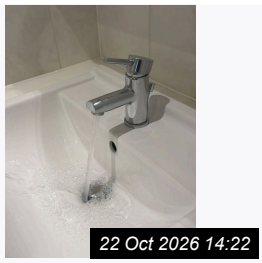
*Ref #10.8.1*



*Ref #10.8.1*



*Ref #10.9*



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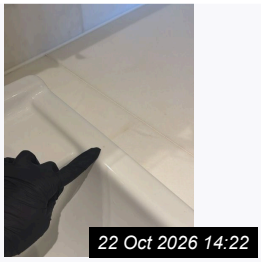
Tenant Initials: _____

## 10. EN-SUITE (CONT.)



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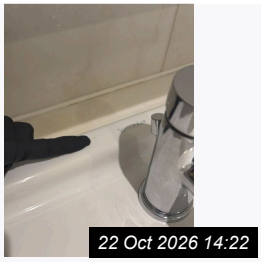

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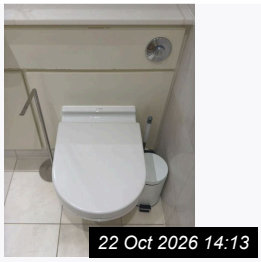

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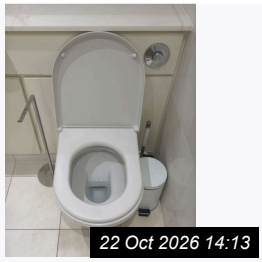

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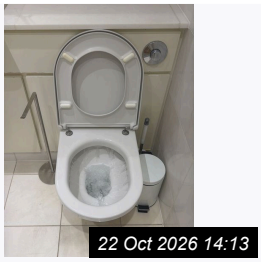

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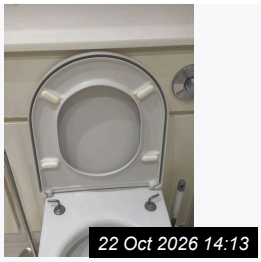

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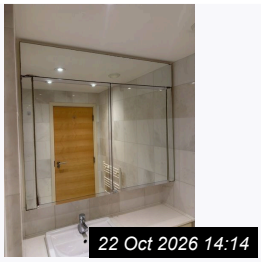

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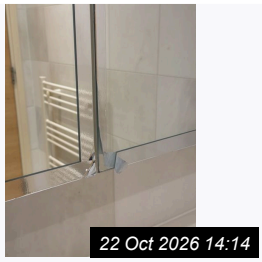

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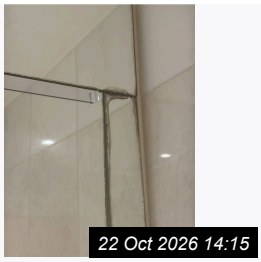

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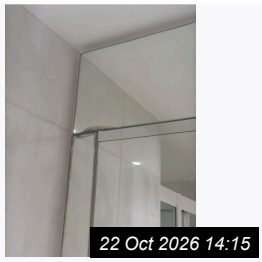

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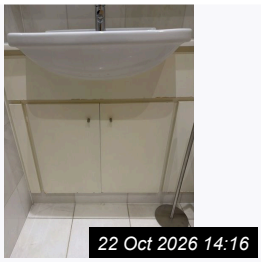


Ref #10.12



Ref #10.12



Ref #10.12



Ref #10.12

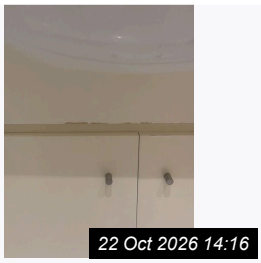


Tenant Initials: _____

## 10. EN-SUITE (CONT.)



*Ref #10.12*



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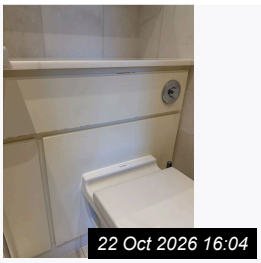
*Ref #10.12*



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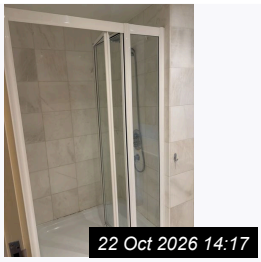

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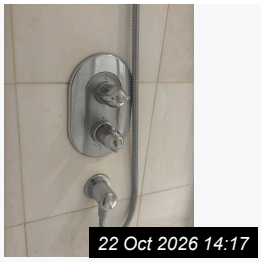

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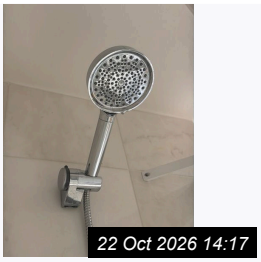

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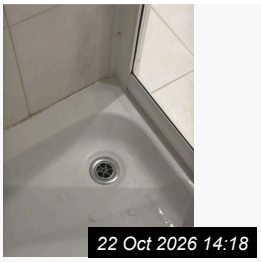
*Ref #10.13*



*Ref #10.13*



*Ref #10.13*



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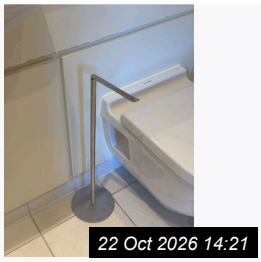
*Ref #10.13*



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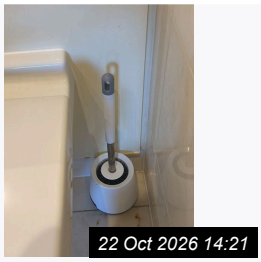


*Ref #10.16*



*Ref #10.18*

## 11. BEDROOM TWO

| Ref | Name | Description | Condition at Inventory & Check In | Condition at Check Out |
|---|---|---|---|---|
| 11.1 | External door | Natural wood effect<br>Stainless steel handle | Handle is loose and slightly temperamental | Needs Maintenance - Landlord |
| 11.2 | External door frame | Cream painted wooden | Minor angle chips | *As Inventory & Check In* |
| 11.3 | Internal door | Natural wood effect<br>Stainless steel handle<br>Brass bolt lock | Handle is loose and slightly temperamental | *As Inventory & Check In* |



Tenant Initials: _____

| 11. BEDROOM TWO (CONT.) | | | | |
|---|---|---|---|---|
| 11.4 | Internal door frame | Cream painted wooden | Minor angle chips<br>Quite heavy chipping to underside | *As Inventory & Check In* |
| 11.5 | Floor | Beige carpet | In a good condition | *As Inventory & Check In* |
| 11.6 | Skirting Boards | Cream painted | Minor scuffs | *As Inventory & Check In* |
| 11.7 | Walls | White painted | 2x picture hooks and screw to left wall<br>Minor scuffs and shaded marks, heavier shaded patch below picture to left wall | *As Inventory & Check In*<br>+<br><br>Additional small picture hooks affixed at high level.<br>Further scuff marks to walls in places - consistent with general wear. |
| 11.8 | Ceilings | White painted | In good condition | *As Inventory & Check In* |
| 11.9 | **Fixtures & Fittings** | | | |
| 11.9.1 | - | 4x recessed LED spotlights<br><br>Stainless steel and black plastic sockets and switches<br><br>2x air conditioning vents<br><br>5x silver framed assorted prints<br><br>1x silver wood framed mirror<br><br>1x white metal and cream fabric vertical blind track with a beaded cord and white cord<br><br>1x grey fabric roller blind with beaded cord and cleat | All in a working order<br><br>All appear in a good condition, but untested<br><br>Appear in a good condition, but untested<br><br>In good condition<br><br>In good condition<br><br>Working order<br>Slats are creased and worn<br><br>In working order<br>Some shading at low level | *As Inventory & Check In*<br>+<br><br>Blind beading chain detached.<br>Some plastic base hooks snapped.<br><br>Picture frames removed from walls; found stored inside wardrobe.<br>Fixing points remain where previously mounted.<br>Damage / Neglect - Tenant<br>General Note |
| 11.10 | Wardrobe | 1x built-in wardrobe with<br>2x cream laminate doors each with a stainless steel handle<br>Interior 1x shelf, 1x rail | Minor usage marks to interior surfaces | *As Inventory & Check In* |
| 11.11 | **Furniture & Furnishings** | | | |
| 11.12 | Drawer unit | 1x dark wood laminate 7x drawer unit<br>Each with grey plastic handle | Some light wear to handles<br>In working order | *As Inventory & Check In*<br>+<br><br>Third drawer slightly stiff to open and close.<br>General Note |

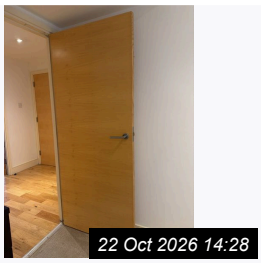


Tenant Initials: _____

| 11. BEDROOM TWO (CONT.) | | | | |
|---|---|---|---|---|
| 11.13 | Bedside tables | 2x matching bedside tables | Minor usage marks to top surface | *As Inventory & Check In* +<br><br>Fine scratches & faint marks across shade surface.<br>Lampshade very wobbly and unstable.<br>Damage / Neglect - Tenant |
| 11.14 | Bed base | 1x matching double bed base with matching headboard | Secure | *As Inventory & Check In* |
| 11.15 | Mattress | 1x cream fabric double mattress | In a light used order | *As Inventory & Check In* +<br><br>Yellow ring stains visible to underside.<br>Needs Cleaning - Tenant |
| 11.16 | **Window** | | | |
| 11.17 | Window | 1x with natural wood effect surround<br>2x casements each with 1x pane of glass<br>1x stainless steel handle<br>1x metal security lock | In good condition<br>In working order<br>Some paint marks to low level to frame<br>3x foam pad marks seen to frame | *As Inventory & Check In* +<br><br>Blind beading chain detached.<br>Some plastic base hooks snapped.<br>Damage / Neglect - Tenant |



*Ref #11 - Virtual Overview*



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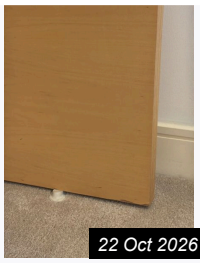

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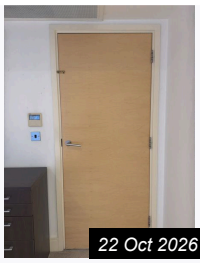

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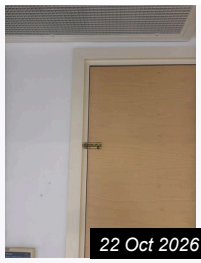
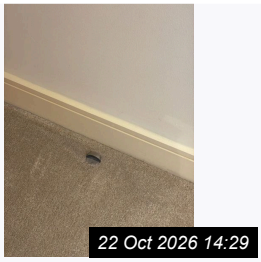


*Ref #11.3*



Tenant Initials: _____

## 11. BEDROOM TWO (CONT.)



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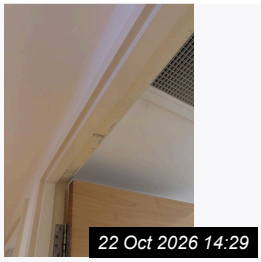

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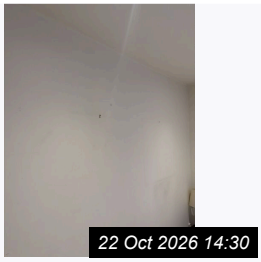

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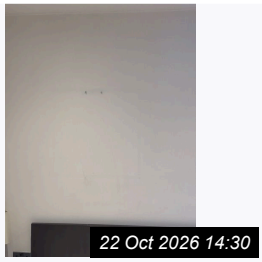

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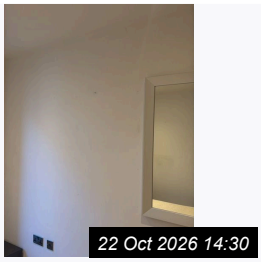

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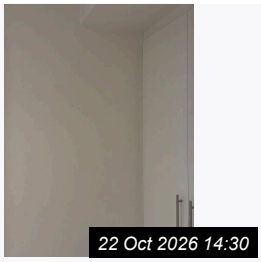

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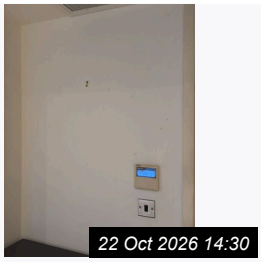

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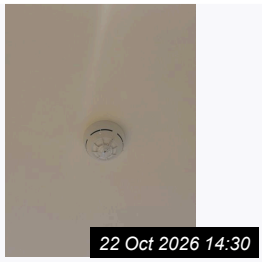

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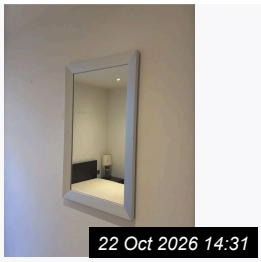

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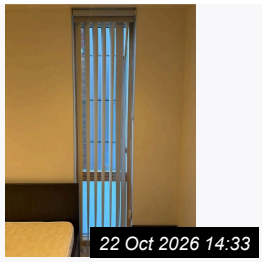

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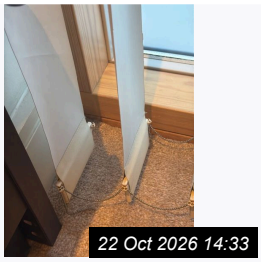

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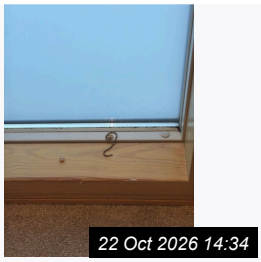

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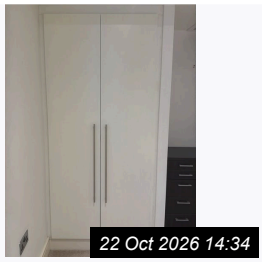

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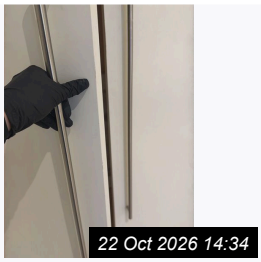

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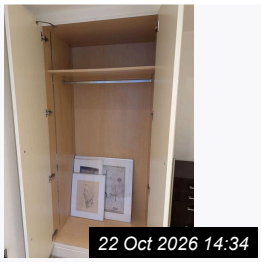

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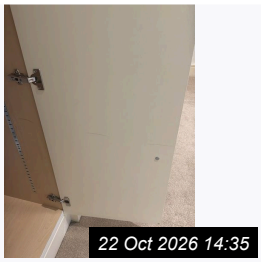

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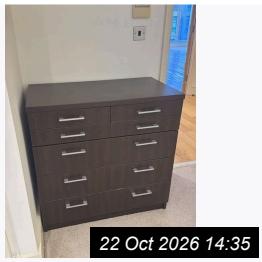


Ref #11.12

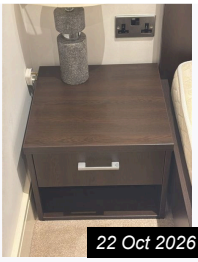


Tenant Initials: _____

## 11. BEDROOM TWO (CONT.)



Ref #11.12



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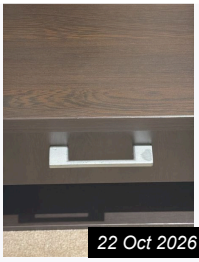

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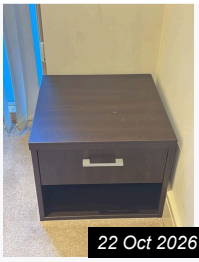

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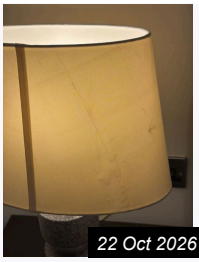
Ref #11.13



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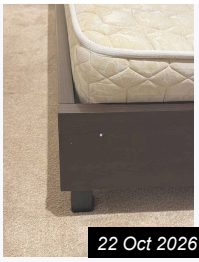
Ref #11.14



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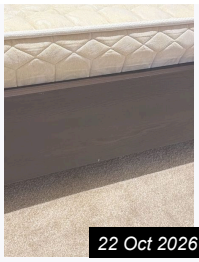

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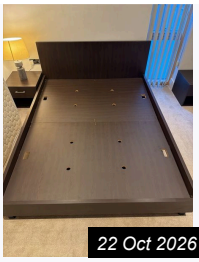

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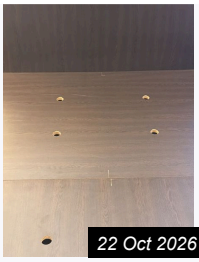

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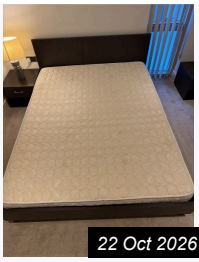

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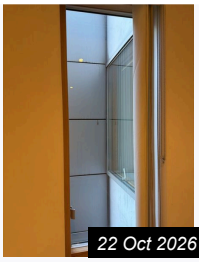
Ref #11.15



Ref #11.15



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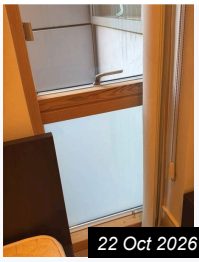

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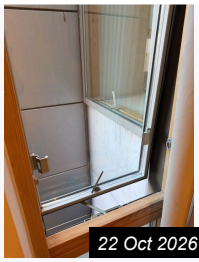


Ref #11.17



Tenant Initials: _____

## 12. BEDROOM THREE (LEFT SIDE)

| Ref | Name | Description | Condition at Inventory & Check In | Condition at Check Out |
|---|---|---|---|---|
| 12.1 | External door | Natural wood effect<br>Stainless steel handle | Some chipping along low level edge | *As Inventory & Check In* |
| 12.2 | External door frame | Cream painted wooden | Minor angle chips | *As Inventory & Check In* |
| 12.3 | Internal door | Natural wood effect<br>Stainless steel handle<br>Brass bolt lock | In working order | *As Inventory & Check In* |
| 12.4 | Internal door frame | Cream painted wooden | Heavy chips and scratches to underside | *As Inventory & Check In* |
| 12.5 | Floor | Beige carpet | In good condition | *As Inventory & Check In* |
| 12.6 | Skirting Boards | Cream painted | Minor scuffs | *As Inventory & Check In* |
| 12.7 | Walls | White painted | Minor scuffs and shaded marks<br>4x picture hooks<br>1x nail<br>2x screws<br>A couple of angle chips to corners | *As Inventory & Check In* |
| 12.8 | Ceilings | White painted | | In good clean condition throughout. |
| 12.9 | **Fixtures & Fittings** | | | |
| 12.9.1 | - | 5x recessed LED spotlights<br><br>Stainless steel and black plastic sockets and switches<br><br>2x air conditioning panels<br><br>1x Daikin thermostat control<br><br>1x silver framed abstract print<br><br>1x silver wood framed mirror<br><br>2x white metal and cream fabric vertical blind tracks with white cords and beaded cords<br><br>Beige fabric roller blind with white cord and cleat<br><br>Floor mounted stainless steel doorstop | .<br><br>All appear in a good condition, but untested<br><br>Appear in a good condition, but untested<br><br>Tested for power only<br><br>In working order<br>Smaller blind has some loose beading<br><br>In working order<br>Some light shading and fraying to edges<br><br>Very slightly loose | *As Inventory & Check In*<br>+<br><br>Small chips visible to one picture frame. |



Tenant Initials: _____

| 12. BEDROOM THREE (LEFT SIDE) (CONT.) | | | | |
|---|---|---|---|---|
| 12.10 | Wardrobe | 1x built-in wardrobe<br>2x cream laminate doors each with stainless steel handle<br>Interior 1x natural wood shelf<br>1x rail | Dryer is untested<br>Minor usage marks to interior<br>A couple of chips to door<br>1x heavier chip to front edge of shelf | *As Inventory & Check In* |
| 12.11 | **Furniture & Furnishings** | | | |
| 12.12 | Drawer unit | Dark wood laminate 7x drawer unit<br>Each with a grey metal handle | Some wear to top surface and interiors<br>In working order | *As Inventory & Check In* |
| 12.13 | Bedside tables | 2x matching bedside tables | Light wear to tops | *As Inventory & Check In* |
| 12.14 | Bed base | 1x matching double bed base with Matching headboard | Secure | *As Inventory & Check In* |
| 12.15 | Mattress | 1x cream fabric double mattress | In a used order with some light staining | *As Inventory & Check In*<br>+<br><br>Several orange ring like stains seen to both sides of the mattress.<br>Needs Cleaning - Tenant |
| 12.16 | Base lamps | 2x grey stone base lamps each with a beige shade | Untested | *As Inventory & Check In*<br>+<br><br>Lampshade wobbly and unstable.<br>Damage / Neglect - Tenant |
| 12.17 | **Window** | | | |
| 12.18 | Left window | White painted sill and glass brick panelling | In good condition<br>Minor scuffs to sill | *As Inventory & Check In*<br>+<br><br>One vertical slat missing from blind, LHS.<br>Blind chain snapped; connector/link detached.<br>Damage / Neglect - Tenant |
| 12.19 | Right window | White painted sill<br>Natural wood surround<br>1x natural wood casement with 1x pane of glass<br>Stainless steel handle | Good condition<br>In working order<br>Minor scratches to frame at low level | *As Inventory & Check In* |

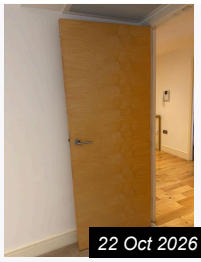


Tenant Initials: _____

## 12. BEDROOM THREE (LEFT SIDE) (CONT.)



Ref #12 - Virtual Overview



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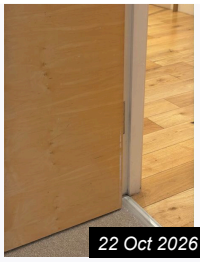

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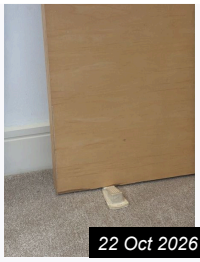

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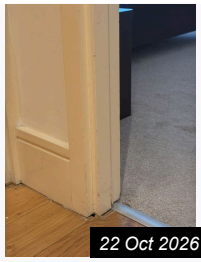

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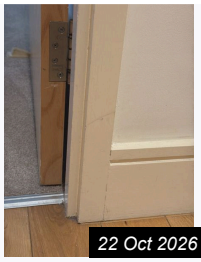

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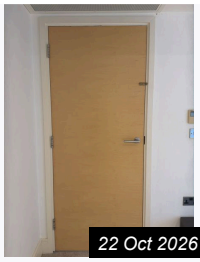

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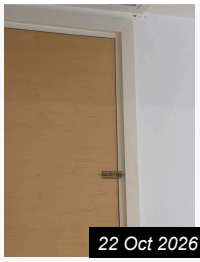

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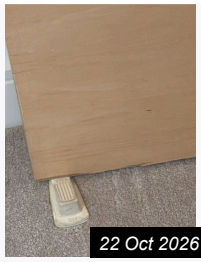

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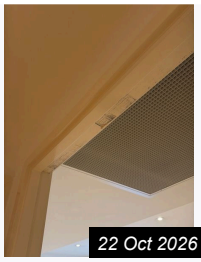

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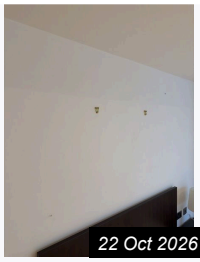

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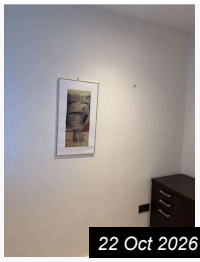

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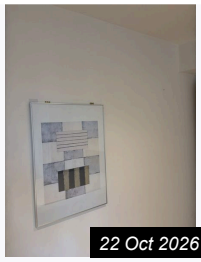

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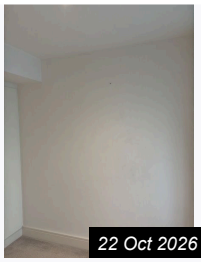

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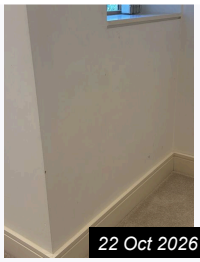

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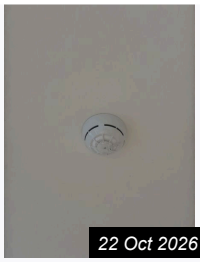

Ref #12.8



Ref #12.9.1



Tenant Initials: _____

## 12. BEDROOM THREE (LEFT SIDE) (CONT.)



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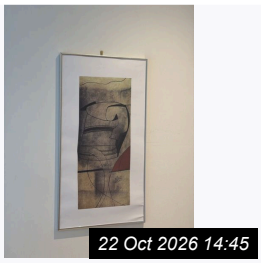

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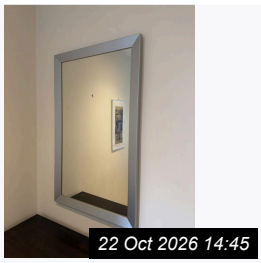


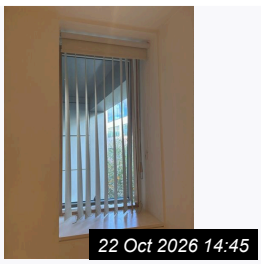
Ref #12.9.1



Ref #12.9.1



Ref #12.9.1



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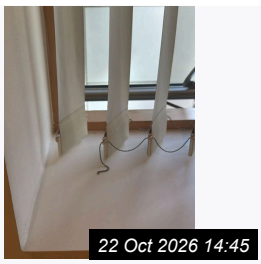

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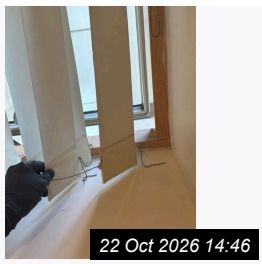

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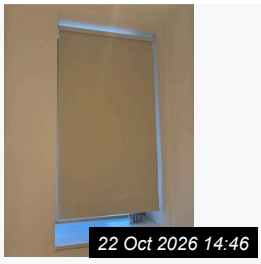

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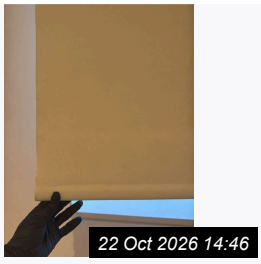
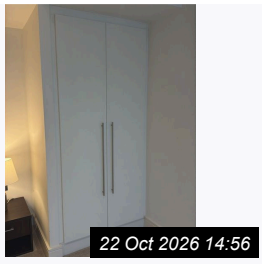


Ref #12.9.1



Ref #12.9.1



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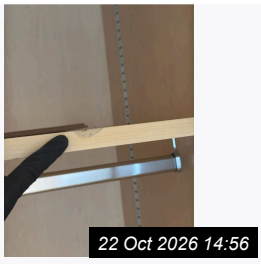

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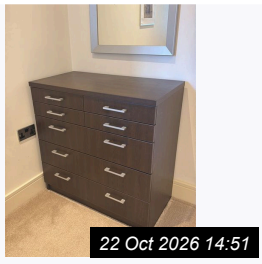

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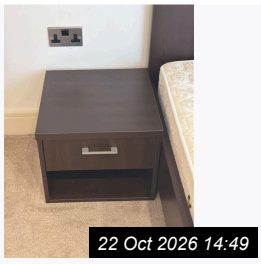

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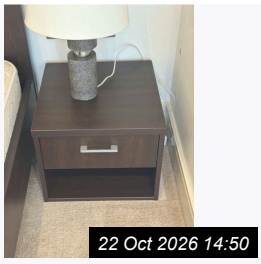

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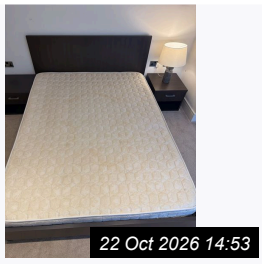


Ref #12.15

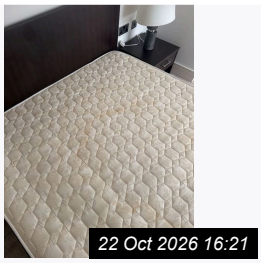


Tenant Initials: _____

## 12. BEDROOM THREE (LEFT SIDE) (CONT.)



*Ref #12.15*



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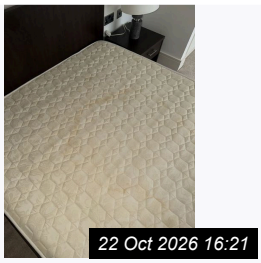

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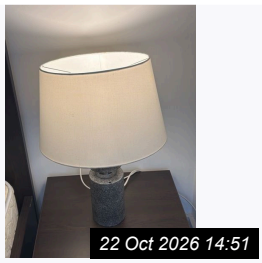

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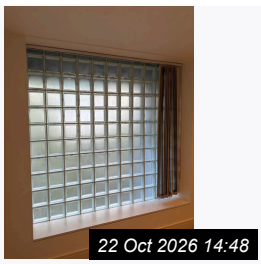

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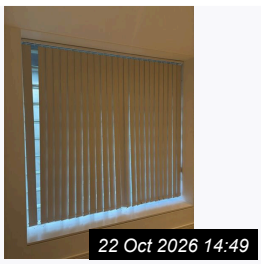

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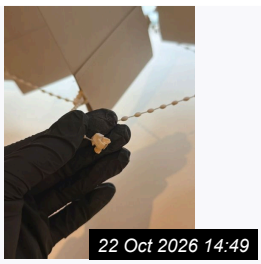

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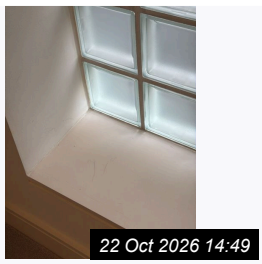

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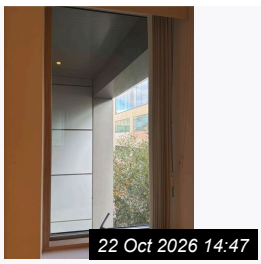

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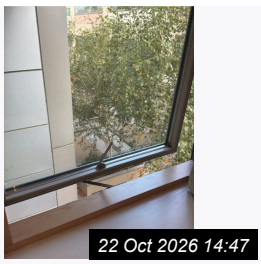

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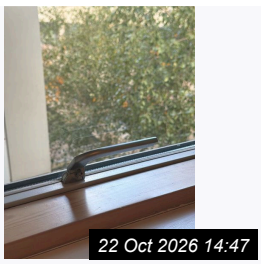


*Ref #12.19*

## 13. BATHROOM

| Ref | Name | Description | Condition at Inventory & Check In | Condition at Check Out |
|---|---|---|---|---|
| 13.1 | External door | Natural wood<br>Stainless steel handle | Handle is loose, but in working order | *As Inventory & Check In* |
| 13.2 | External door frame | Cream painted | Minor chips at high level | *As Inventory & Check In* |
| 13.3 | Internal door | Natural wood<br>Stainless steel handle | Handle loose, but in working order<br>Small chip to lower left corner | *As Inventory & Check In* |
| 13.4 | Internal door frame | Cream painted | In good condition | *As Inventory & Check In* |
| 13.5 | Floor | Beige tile | Discolouration to grouting<br>Crack tile forward of WC | *As Inventory & Check In*<br>+<br>Additional hairline crack - third tile from entry.<br>Damage / Neglect - Tenant |



Tenant Initials: _____

| 13. BATHROOM (CONT.) | | | | |
|---|---|---|---|---|
| 13.6 | Walls | Beige tile | 2x adhesive hooks left side of entry<br>1x chrome hook to right wall<br>Crack tile in corner right side of bath<br>Some discolouration to grout<br>1x adhesive chrome hook to left wall | *As Inventory & Check In* |
| 13.7 | Ceilings | White painted | In good condition | Some light scuff marks visible around access hatch. |
| 13.8 | **Fixtures & Fittings** | | | |
| 13.8.1 | - | 3x recessed LED spotlights<br><br>1x cream stone shelf<br><br>1x white metal heated towel rail | All in a working order<br><br>Minor blemish marks<br><br>Some blemish marks<br>In working order | *As Inventory & Check In*<br>+<br><br>Sealant detached with gaps visible along joint line.<br>Small chip to shelf surface edge.<br>Needs Maintenance - Landlord<br>Damage / Neglect - Tenant |
| 13.9 | Sink | 1x white sink<br>Chrome plughole<br>Plug and tap mixer | In good condition<br>In working order<br>Plug control is quite stiff | *As Inventory & Check In*<br>+<br><br>1x Very small chip hole to sink rim.<br>Damage / Neglect - Tenant |
| 13.10 | Under sink storage unit | 1x cream laminate under sink storage unit<br>2x doors with stainless steel handle<br>Interior 1x shelf | Swelling and chipping to edges of doors and to interior shelves | Fair, Wear & Tear - Landlord |
| 13.11 | Medicine cabinet | 1x white laminate medicine cabinet with<br>3x mirrored panels<br>2x mirrored doors<br>Interior 4x glass shelves<br>1x double shaver socket | Light wear to interior<br>Silvering to edges of mirrors | *As Inventory & Check In*<br>+<br><br>Silver edge tape detached in places.<br>Fair, Wear & Tear - Landlord |
| 13.12 | WC | 1x white WC with<br>White plastic seat and lid<br>Chrome flush | In working order | *As Inventory & Check In*<br>+<br><br>Seat loose<br>Needs Maintenance - Tenant |

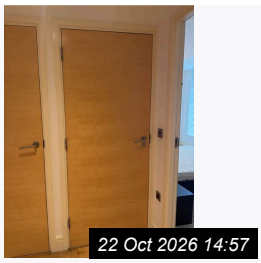


Tenant Initials: _____

| 13. BATHROOM (CONT.) | | | | |
|---|---|---|---|---|
| 13.13 | Bath | 1x white bath with<br>Chrome plughole<br>Plug and plug control<br>Chrome bracket with flex leading to showerhead attached to wall by bracket<br>Chrome tap mixer<br>White metal and glass 1-piece shower screen door<br>White laminate side panel | Minor drip marks to side panel<br>In working order<br>Showerhead bracket is slightly loose | *As Inventory & Check In*<br>+<br><br>Mould growth visible to sealant.<br>Needs Replacing - Tenant |
| 13.14 | **Furniture & Furnishings** | | | |
| 13.14.1 | - | Chrome toilet brush and holder<br><br>Chrome toilet roll holder<br><br>Chrome toilet roll cylinder | .<br><br>Some light corrosion<br><br>Some light corrosion | *As Inventory & Check In* |
| 13.15 | **Window** | | | |
| 13.15.1 | - | N/A | | N/A. |



*Ref #13 - Virtual Overview*



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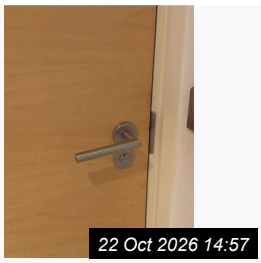

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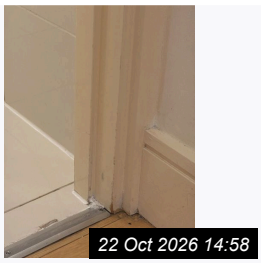

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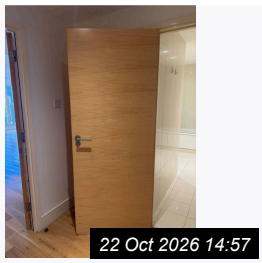

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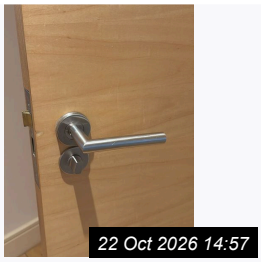

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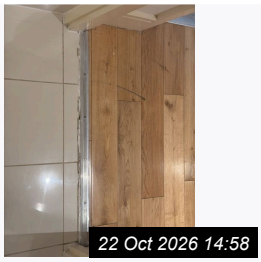
*Ref #13.3*



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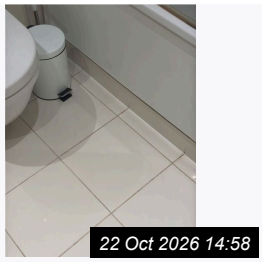

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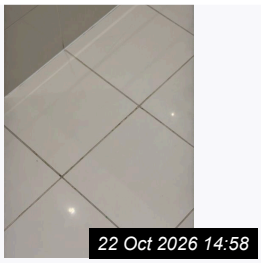
Tenant Initials: _____

## 13. BATHROOM (CONT.)



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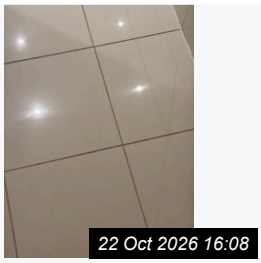

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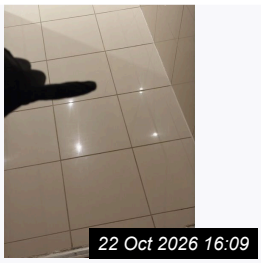

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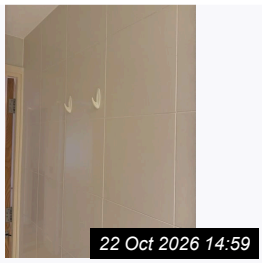

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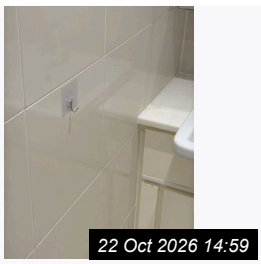

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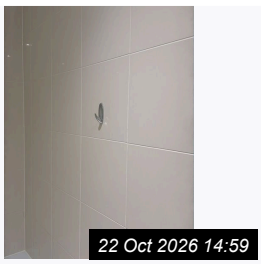

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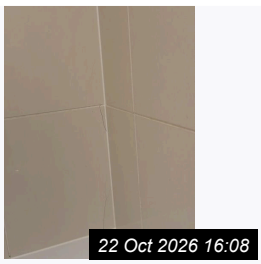

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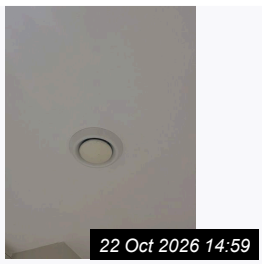

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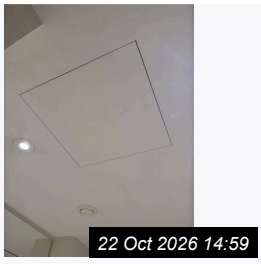

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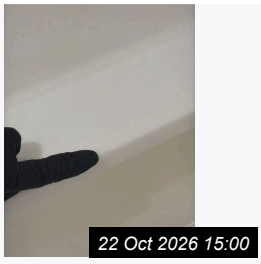

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Ref #13.8.1



Ref #13.8.1



Ref #13.8.1



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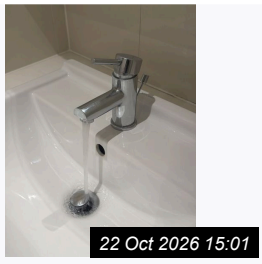

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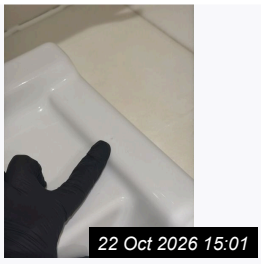

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Ref #13.10



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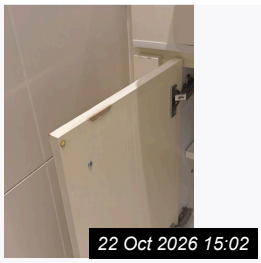
Tenant Initials: _____

## 13. BATHROOM (CONT.)



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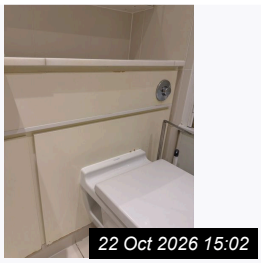

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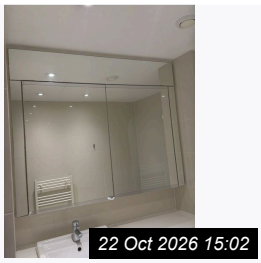

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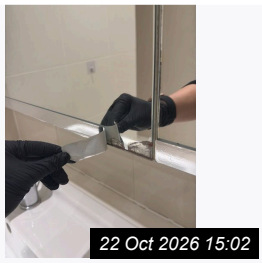

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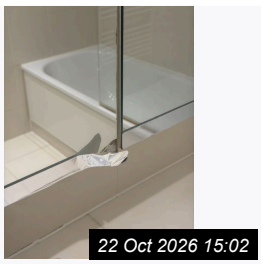

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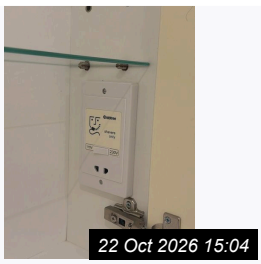

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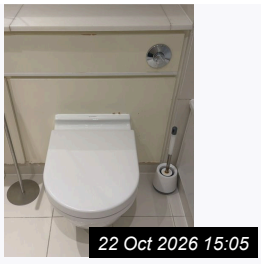

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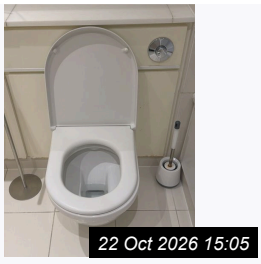

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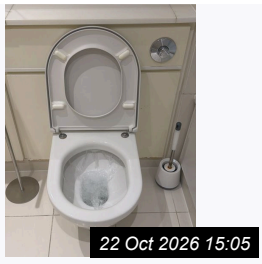

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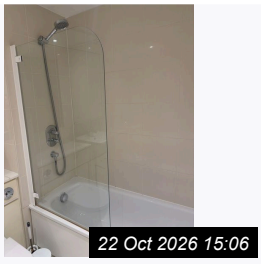

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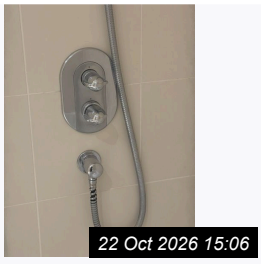

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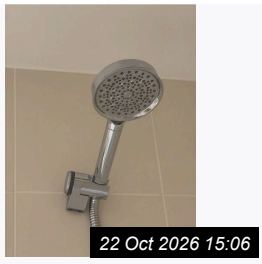

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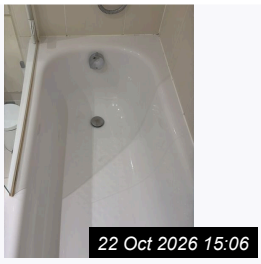

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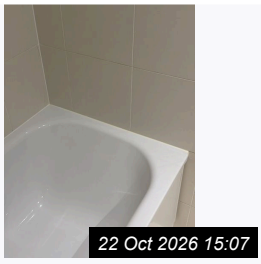

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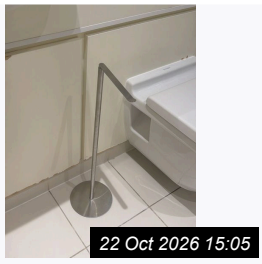

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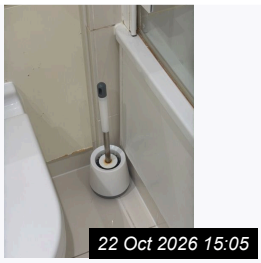
Tenant Initials: _____

## 13. BATHROOM (CONT.)



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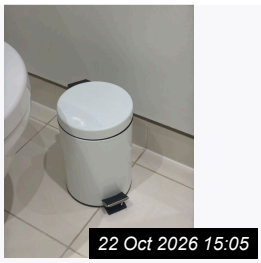


*Ref #13.14.1*

## 14. RECEPTION

| Ref | Name | Description | Condition at Inventory & Check In | Condition at Check Out |
|---|---|---|---|---|
| 14.1 | External door | 2x natural wood effect<br>1x with a stainless steel handle | Handle is loose, but working | *As Inventory & Check In*<br>+<br><br>Trim/edging detached from door side.<br>Needs Maintenance - Landlord |
| 14.2 | External door frame | Cream painted wooden | In good condition | *As Inventory & Check In* |
| 14.3 | Internal door | 2x natural wood effect<br>1x with a stainless steel handle | Handle is loose, but working | *As Inventory & Check In* |
| 14.4 | Internal door frame | Cream painted wooden | Some chipping to underside | *As Inventory & Check In* |
| 14.5 | Floor | Natural wood effect | Occasional minor surface scratches and indentation seen to main tread areas<br>A few heavy scratches seen forward of centre of left side wall<br>Long thin scratch seen forward of sockets on left wall<br>Possible water damage seen to joins left side of kitchen entry. | *As Inventory & Check In* |
| 14.6 | Skirting Boards | White painted | Occasional scuffs<br>Some glue type residue seen in places left side of entry and to right wall | *As Inventory & Check In*<br>+<br><br>Several wear and tear marks visible, scattered in places.<br>Consistent with normal use. |



Tenant Initials: _____

| 14. RECEPTION (CONT.) | | | | |
|---|---|---|---|---|
| 14.7 | Walls | White painted | A few minor scuffs and shaded marks<br>Screw behind door left side of entry<br>3x nails, 3x picture hooks<br>Shaded patch between left windows | *As Inventory & Check In*<br>+<br><br>Fine scuffs & surface marks to corner edge.<br>Faint marks & small fixing holes visible in places.<br>Previous fixture points present.<br>Fair, Wear & Tear - Landlord |
| 14.8 | Ceilings | White painted | A couple of faint scuffs | *As Inventory & Check In*<br>+<br><br>Stains visible to ceiling above dining area - consistent with leak.<br>Plaster peeling in places; multiple hairline cracks present.<br>Requires Attention - Investigate |
| 14.9 | **Fixtures & Fittings** | | | |
| 14.9.1 | - | 7x recessed LED spotlights<br><br>Stainless steel and black plastic sockets and switches<br><br>2x air conditioning vents<br><br>1x digital thermostat control<br><br>1x silver wood framed wall mounted mirror<br><br>4x silver framed abstract prints | All in a working order<br><br>All appear in a good condition, but untested<br><br>Appear in a good condition, untested<br><br>Tested for power only | *As Inventory & Check In* |
| 14.10 | Vertical binds | 3x white metal and cream fabric vertical binds<br>Each with white cord and beaded cord | In working order<br>1x or 2x minor spot marks to slats<br>Larger blind has loose beading to base | *As Inventory & Check In* |
| 14.11 | **Furniture & Furnishings** | | | |



Tenant Initials: _____

| 14. RECEPTION (CONT.) | | | | |
|---|---|---|---|---|
| 14.11.1 | - | 1x silver framed wall mounted mirror<br><br>8x white saucers<br><br>15x assorted large white plates<br><br>5x assorted pasta bowls<br><br>10x assorted white small plates | Not fitted to wall | 2 plates each have one small chip to rim edge.<br>Damage / Neglect - Tenant |
| 14.12 | Base floor lamp | 1x stainless steel base floor lamp with beige shade | In working order | *As Inventory & Check In* |
| 14.13 | Side tables | 2x dark wood effect side tables | General light usage marks and wear to top surfaces<br>1x unit has some heavy chipping to one corner | *As Inventory & Check In* |
| 14.14 | Audio unit | Matching audio unit with<br>2x cupboard doors and 2x drawers<br>Miscellaneous electronic items and remote seen to 1x drawer | General light usage marks and wear<br>In working order | *As Inventory & Check In*<br>+<br><br>**Contents**<br>1x Clear ribbed glass water jug..<br>1x Blue/white iron - heavy limescale & residue build-up visible on soleplate.<br>1x Folder, containing manuals and other paperwork.<br>Assorted cables, chargers & power adaptors.<br>A number of routers.<br>Corded telephone.<br>Extension lead.<br>Remote controls.<br>TV Aerial.<br><br>Internal shelf leaning.<br>One hook/fixing fixture missing.<br>Damage / Neglect - Tenant |
| 14.15 | Coffee table | 1x dark wood effect coffee table | Scattered scratches, chips and white blemish marks throughout top surface | *As Inventory & Check In*<br>+<br><br>In worn condition |
| 14.16 | Corner sofas | 2x black leather effect corner sofas | Some quite heavy wear to leather, particularly along top edges of backrest and front of seats<br>A few further light scuffs and rubs | Fair, Wear & Tear - Landlord |



Tenant Initials: _____

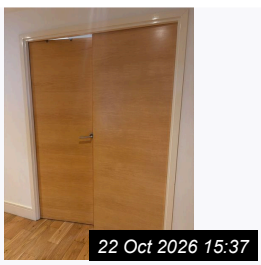
| 14. RECEPTION (CONT.) | | | | |
|---|---|---|---|---|
| 14.17 | Dining table | 1x dark wood and glass circular dining table | Minor surface scratches to top | *As Inventory & Check In* +<br><br>Scuffs, surface scratches & finish chipping visible to table base leg corner.<br>Wear consistent with use; structure intact. |
| 14.18 | Dining chairs | 6x beige fabric and dark wood effect dining chairs | A few spot marks and stains to seat cushions<br>1x chair is slightly unstable | *As Inventory & Check In* +<br><br>Each chair has stains to seat or back upholstery. Frames intact; no tears or structural damage.<br>Needs Cleaning - Tenant |
| 14.19 | **Window** | | | |
| 14.19.1 | - | 3x windows<br>Windows 1 and 2<br>White painted sill<br>Natural wood surround<br>1x casement with stainless steel handle<br>1x pane of glass<br><br>Window 3<br>White painted sill<br>Natural wood and stainless steel surround<br>2x casements each with 1x pane of glass<br>2x stainless steel handles | .<br>Good condition<br>In working order<br>Some light chipping to laminate to frame low level<br><br>In good condition<br>In working order<br>Some cracking and scuffs to sill<br>Some scratches and scuffs to frame at low level | *As Inventory & Check In* +<br><br>Crack visible - LHS low level, interior glass pane, balcony door.<br>Damage / Neglect - Tenant |



*Ref #14 - Virtual Overview*



*Ref #14 - Virtual Overview*



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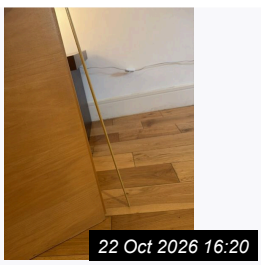
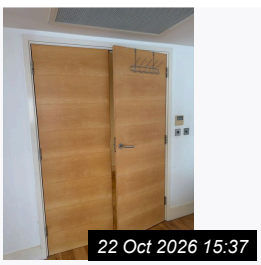


*Ref #14.1*



*Ref #14.1*



*Ref #14.3*



Tenant Initials: _____

## 14. RECEPTION (CONT.)



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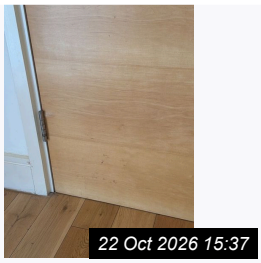

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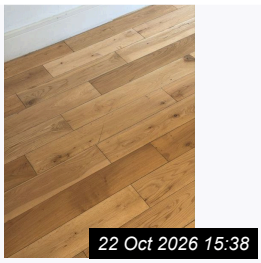

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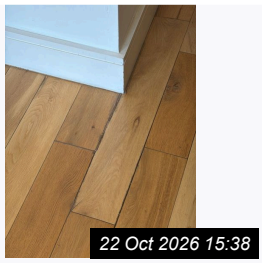

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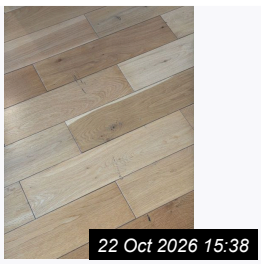

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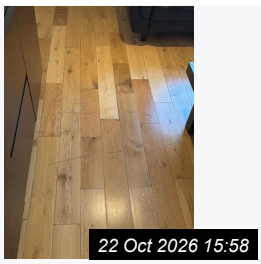

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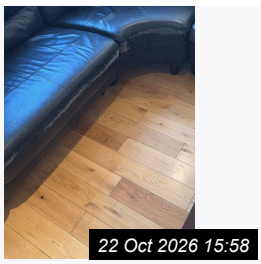

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Ref #14.6



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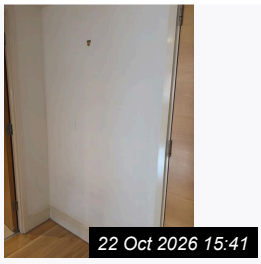

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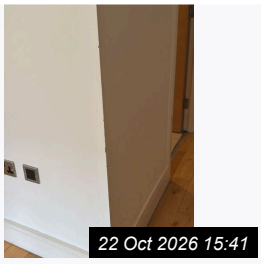

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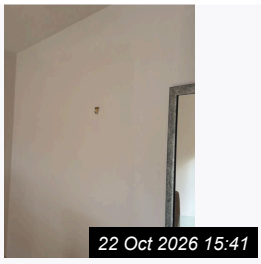

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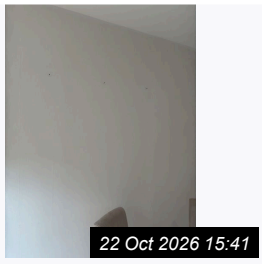

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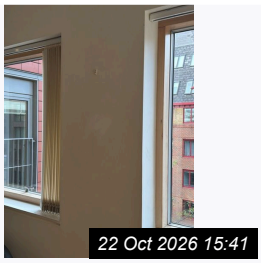
Tenant Initials: _____

## 14. RECEPTION (CONT.)



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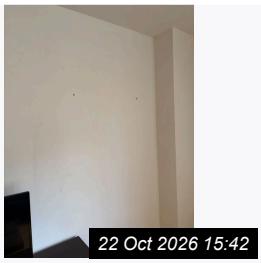

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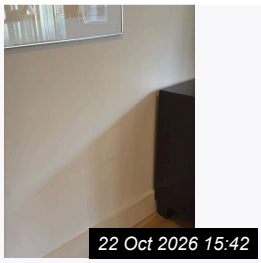

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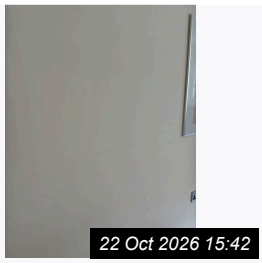

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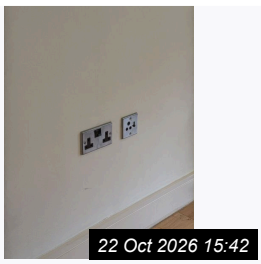

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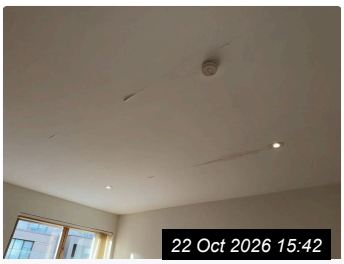

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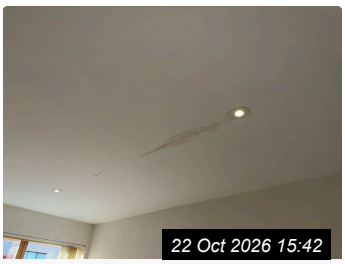

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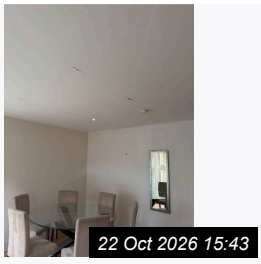

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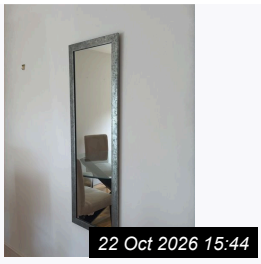

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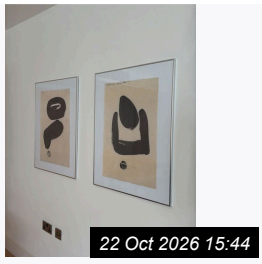

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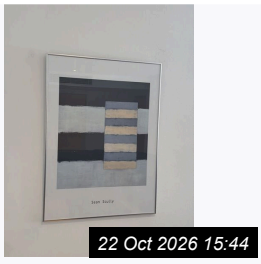

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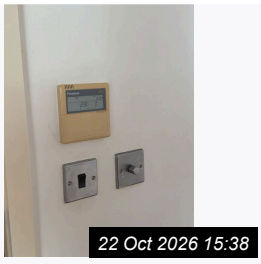

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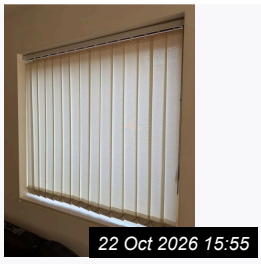

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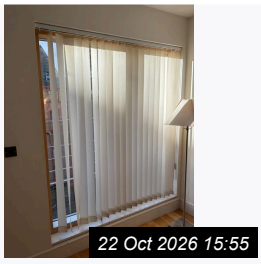

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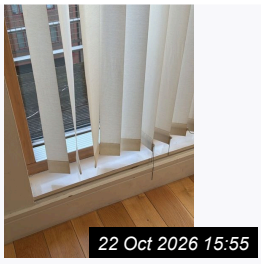

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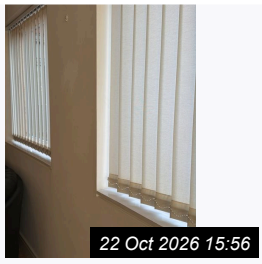

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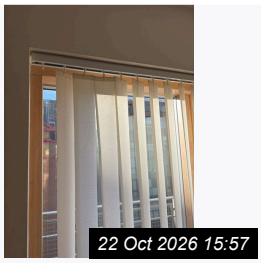
Tenant Initials: _____

## 14. RECEPTION (CONT.)



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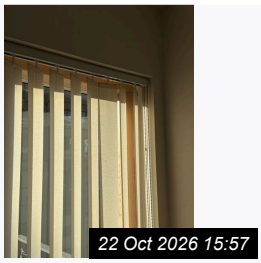

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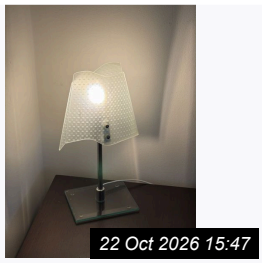

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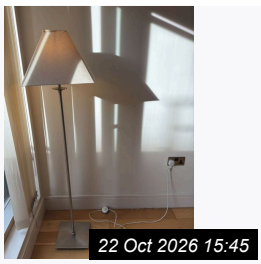
Ref #14.11.1



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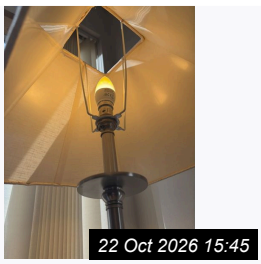

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Ref #14.12



Ref #14.12



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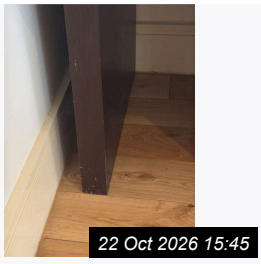

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Ref #14.13



Ref #14.14



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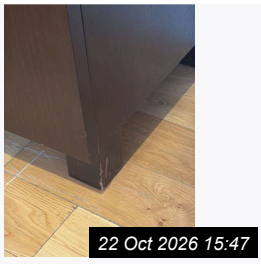

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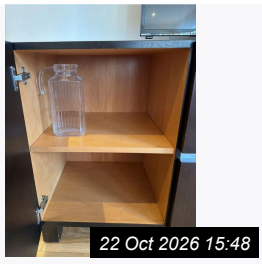

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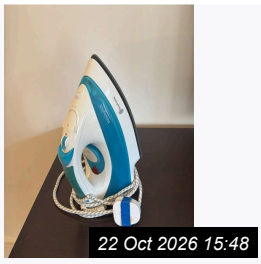

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Ref #14.14



Ref #14.14



Tenant Initials: _____

## 14. RECEPTION (CONT.)



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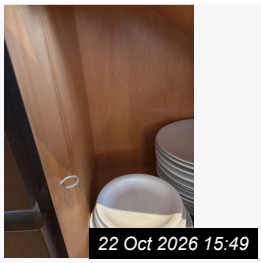

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Ref #14.16



Ref #14.16



Ref #14.16



Ref #14.16



Ref #14.16



Ref #14.16



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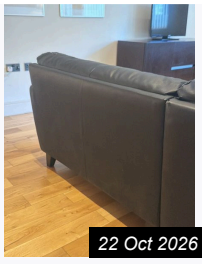

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Ref #14.17



Ref #14.17



Ref #14.17



Ref #14.18



Ref #14.18



Ref #14.18



Ref #14.18



Ref #14.18



Ref #14.18



Tenant Initials: _____

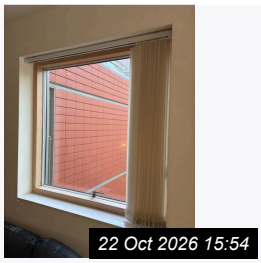
## 14. RECEPTION (CONT.)



*Ref #14.18*



*Ref #14.18*



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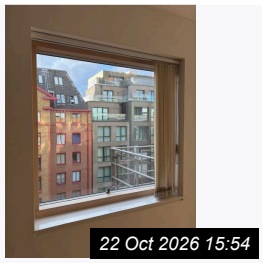

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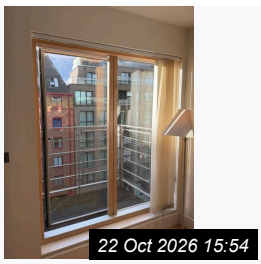

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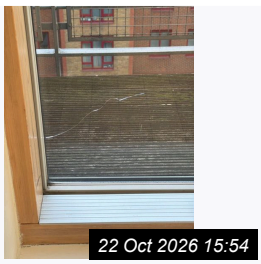


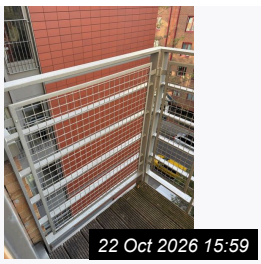
*Ref #14.19.1*

## 15. OUTSIDE SPACE

| Ref | Name | Description | Condition at Inventory & Check In | Condition at Check Out |
|---|---|---|---|---|
| 15.1 | Floor | Natural wood decking effect | Weathered throughout | *As Inventory & Check In* |
| 15.2 | Fixtures & Fittings | 1x floor mounted light<br><br>1x stainless steel safety barrier | In working order<br>Some LED appear to not be working<br><br>Lightly weathered | In working order<br>Some LED appear to not be working<br><br>Heavily weathered condition.<br>Needs Cleaning - Tenant |



*Ref #15.1*



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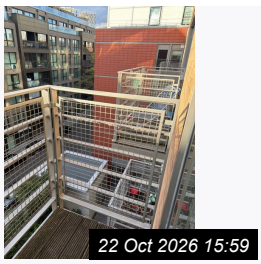


*Ref #15.1*



*Ref #15.1*

## 16. KITCHEN

| Ref | Name | Description | Condition at Inventory & Check In | Condition at Check Out |
|---|---|---|---|---|
| 16.1 | External door | Natural wood effect with Stainless steel handle | In working order | *As Inventory & Check In* |



Tenant Initials: _____

| 16. KITCHEN (CONT.) | | | | |
|---|---|---|---|---|
| 16.2 | External door frame | Cream painted | Minor chips | *As Inventory & Check In* |
| 16.3 | Internal door | Natural wood effect with Stainless steel handle | In working order | *As Inventory & Check In* |
| 16.4 | Internal door frame | Cream painted | | Paint chipping & wear at base corner of door frame.<br>Damage / Neglect - Tenant |
| 16.5 | Floor | Cream tile | Frequent hairline cracks throughout<br>Small chip to tile below sink unit<br>Light discolouration to grout | *As Inventory & Check In* |
| 16.6 | Skirting Boards | White painted | Minor scuffs<br>Some red spot marks to right side | *As Inventory & Check In*<br>+<br><br>Heavily discoloured throughout.<br>Fair, Wear & Tear - Landlord |
| 16.7 | Walls | White painted | Minor scuffs and shaded marks<br>Some yellow stains to right wall<br>2x adhesive hooks behind sink<br>Minor spot marks behind worktops | *As Inventory & Check In*<br>+<br><br>4x Additional self-adhesive sticky hooks affixed to wall above sink area.<br>2x Additional self-adhesive sticky hooks affixed to wall LHS upon entry.<br><br>Horizontal scuff lines & faint smudge marks across wall RHS upon entry.<br>Heavily discoloured patches visible.<br>Fair, Wear & Tear - Landlord |
| 16.8 | Ceilings | White painted | | Large brownish stain to ceiling - consistent with leak pattern.<br>Requires Attention - Investigate |
| 16.9 | **Fixtures & Fittings** | | | |



Tenant Initials: _____

| 16. KITCHEN (CONT.) | | | | |
|---|---|---|---|---|
| 16.9.1 | - | 2x recessed spotlights<br>4x under unit spotlights<br>Stainless steel and black plastic sockets and switches<br>1x black granite effect worktop | All in working order<br>1x not working<br>All appear in a good condition, but untested<br>In good condition | *As Inventory & Check In*<br>+<br><br>Sealant damaged behind tap area.<br>Needs Replacing - Landlord |
| 16.10 | Cupboard | A range of natural wood high and low level cupboard units and drawers<br>Stainless steel handles<br>Interior natural wood laminate shelving | General light wear to interior surfaces<br>Quite heavy chipping seen below freezer to unit surround<br>Washing machine door is heavily loose | *As Inventory & Check In*<br>+<br><br>Under-sink base: pale residue/mineral staining visible to base surface.<br><br>**Contents**<br>A range of knives.<br>1x Can opener.<br>1x White dinner plate. |
| 16.11 | Sink | 1x stainless steel effect double sink with 2x plugholes<br>1x sieve plug<br>Chrome tap mixer | Sieve plug is missing handle<br>In a working order | *As Inventory & Check In* |
| 16.12 | **Appliances** | | | |
| 16.13 | Extractor Fan | 1x unbranded extractor fan | Lights are in working order<br>Left light cover is loose<br>Power buttons do not stay on when pressed - Maintenance Landlord | *As Inventory & Check In*<br>+<br><br>Light cover loose - LHS fitting, will not screw into place.<br>One small hook broken on cooker hood filter.<br>Needs Maintenance - Landlord<br>Damage / Neglect - Tenant |
| 16.14 | Hob | 1x AEG 4-ring electric hob | Wear to elements<br>Tested for power only | *As Inventory & Check In*<br>+<br><br>Scratch marks and general wear to entire surface, consistent with normal use. |
| 16.15 | Oven | 1x AEG oven<br>See photo for serial<br>Interior 1x black metal grill pan with chrome inset<br>2x chrome wire trays | Good condition<br>Clean<br>Tested for power<br>Light not working | *As Inventory & Check In* |

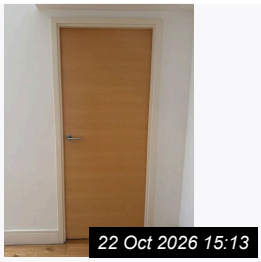


Tenant Initials: _____

| 16. KITCHEN (CONT.) | | | | |
|---|---|---|---|---|
| 16.16 | Washing machine | 1x Hotpoint washing machine<br>See photo for serial | Soap tray clean<br>Inner seal has some discolouration<br>Tested for power only | *As Inventory & Check In* |
| 16.17 | Microwave | 1x Neff microwave<br>See photo for serial<br>Interior 1x glass plate | Good condition<br>Tested for power<br>Light is working | *As Inventory & Check In* |
| 16.18 | Fridge freezer | 1x Indesit fridge freezer<br>See photo for serial<br>Interior 1x chrome wire wine rack<br>2x glass shelves<br>1x clear plastic salad crisper<br>3x clear plastic full length door shelves<br>3x clear plastic freezer drawers | Good condition<br>Clean<br>Tested for power<br>Light is working<br>Minor usage marks to interior | *As Inventory & Check In* |
| 16.19 | Dishwasher | Integrated Indesit Dishwasher. | *Item added after Check In* | Debris & soiling visible inside filter housing/ drain.<br>Needs Cleaning - Investigate |



*Ref #16 - Virtual Overview*



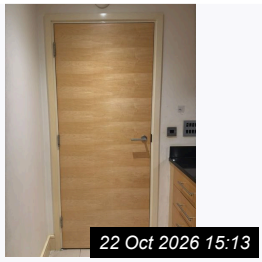
*Ref #16.1*



*Ref #16.2*



*Ref #16.2*



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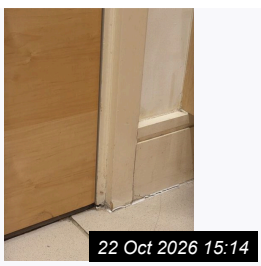

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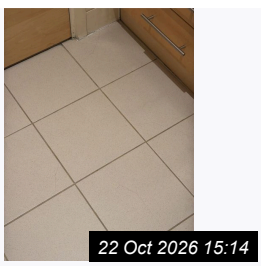

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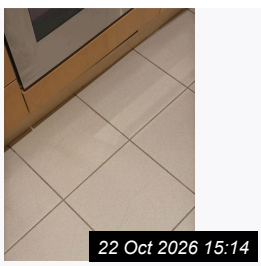

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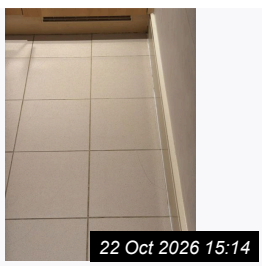

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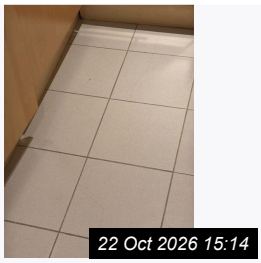
Tenant Initials: _____

## 16. KITCHEN (CONT.)



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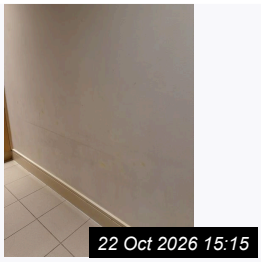
Ref #16.5



Ref #16.6



Ref #16.6



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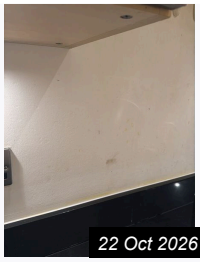

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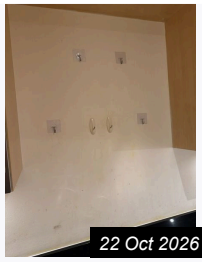

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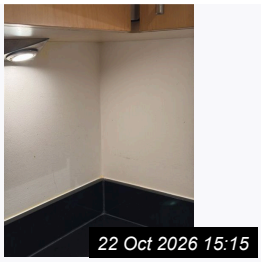

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Ref #16.7



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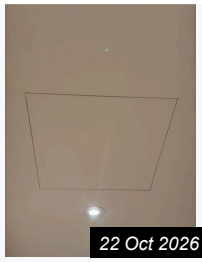

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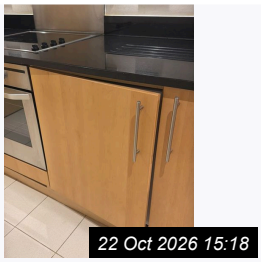
Ref #16.9.1



Ref #16.9.1



Ref #16.9.1



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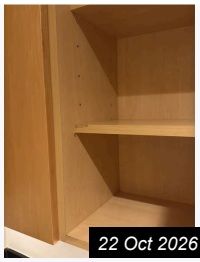

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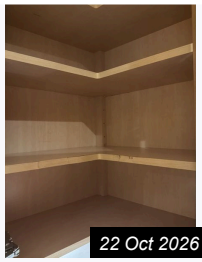

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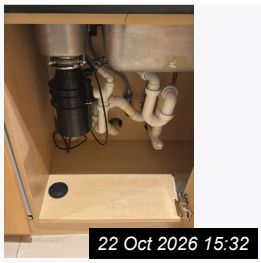
Tenant Initials: _____

## 16. KITCHEN (CONT.)



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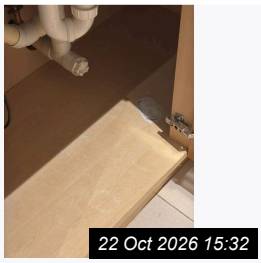

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Ref #16.10



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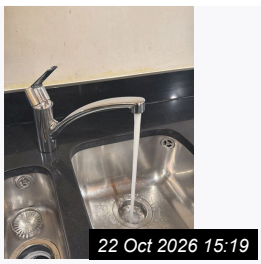

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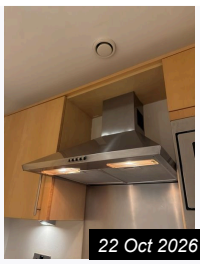
Ref #16.11



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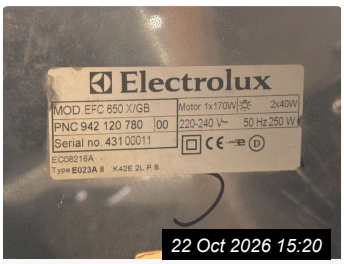

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Ref #16.14



Ref #16.14



Ref #16.15



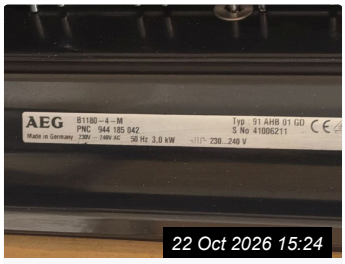
Ref #16.15



Ref #16.15



Ref #16.15



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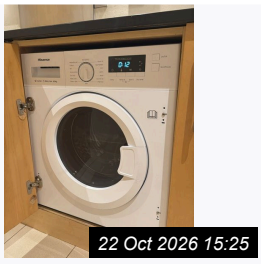

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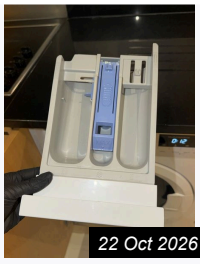

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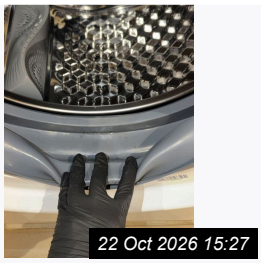
Ref #16.16



Tenant Initials: _____

## 16. KITCHEN (CONT.)



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Ref #16.16



Ref #16.17



Ref #16.17



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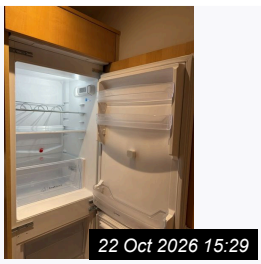

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Ref #16.18



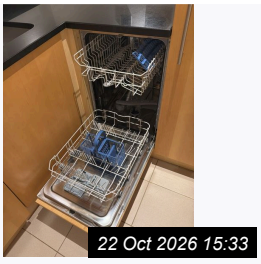
Ref #16.18



Ref #16.18



Ref #16.19



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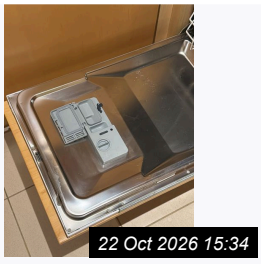

Ref #16.19

Needs Cleaning
**8**

Needs Replacing
**4**

Damage / Neglect
**17**

General Note
**4**

Fair, Wear & Tear
**7**

Needs Maintenance
**5**

Requires Attention
**2**

**Actions Required**

| Ref | Action Required | Responsibility | Comments |
|---|---|---|---|
| 2.8 Cleaning Summary » **Outside space** | Needs Cleaning | Tenant | In heavily weathered condition. Requires professional cleaning. |



Tenant Initials: _____

| Actions Required | | | |
|---|---|---|---|
| 6.5 Location of and Alarms, Detectors and Water Outlets » Smoke detectors | Needs Replacing | Tenant | 1x Entrance & Hallway: Tested, confirmed in working order.<br>1x Reception Area: Tested, confirmed in working order.<br>1x Kitchen: No batteries. |
| 9.5 Bedroom One (Right Hand Side) » Floor | Damage / Neglect | Tenant | 2 iron burn marks visible in front of chest of drawers.<br>1 small circular burn mark - RHS of bed.<br>2 round brown marks - in front of wooden chair.<br>Carpet intact otherwise. |
| 9.14 Bedroom One (Right Hand Side) » Bed base | Damage / Neglect | Tenant | Surface chipping & finish wear visible along bottom edge. |
| 9.15 Bedroom One (Right Hand Side) » Mattress | Needs Cleaning | Tenant | In a light used order with some shading<br><br>Several round stains visible to underside. |
| 10.3 En-Suite » Internal door | General Note | N/A | Chipping along top edge<br><br>Self-adhesive sticky hook affixed to high level. |
| 10.9 En-Suite » Sink | Damage / Neglect | Tenant | - In working order<br>- Light tarnishing to plughole<br><br>2x very small chip holes to sink rim. |
| 10.10 En-Suite » WC | Damage / Neglect | Tenant | In working order<br><br>Toilet seat detached from fixings. |
| 10.12 En-Suite » Sink storage unit | Fair, Wear & Tear | Landlord | Chipping to edges of laminate surround and cistern cover<br>Heavy chip caused by top of toilet seat lid<br>Swelling to interior shelf edge |
| 10.13 En-Suite » Shower unit | Needs Cleaning | Investigate | Good condition<br>In working order<br>Showerhead bracket very slightly loose<br><br>Self-adhesive sticky hook affixed to wall tiles.<br>Tarnishing & limescale visible to mixer plate.<br>Mould and discolouration visible to sealant throughout.<br>Grout discolouration present in places. |
| 10.13 En-Suite » Shower unit | Needs Replacing | Tenant | Good condition<br>In working order<br>Showerhead bracket very slightly loose<br><br>Self-adhesive sticky hook affixed to wall tiles.<br>Tarnishing & limescale visible to mixer plate.<br>Mould and discolouration visible to sealant throughout.<br>Grout discolouration present in places. |
| 10.15 En-Suite » Roll holding cylinder | General Note | N/A | In a used order<br><br>Wobbly. |



Tenant Initials: _____

| Actions Required | | | |
|---|---|---|---|
| 11.1 Bedroom Two » External door | Needs Maintenance | Landlord | Handle is loose and slightly temperamental |
| 11.9.1 Bedroom Two » **Fixtures & Fittings** | Damage / Neglect | Tenant | All in a working order<br><br>All appear in a good condition, but untested<br><br>Appear in a good condition, but untested<br><br>In good condition<br><br>In good condition<br><br>Working order<br>Slats are creased and worn<br><br>In working order<br>Some shading at low level<br><br>Blind beading chain detached.<br>Some plastic base hooks snapped.<br><br>Picture frames removed from walls; found stored inside wardrobe.<br>Fixing points remain where previously mounted. |
| 11.9.1 Bedroom Two » **Fixtures & Fittings** | General Note | N/A | All in a working order<br><br>All appear in a good condition, but untested<br><br>Appear in a good condition, but untested<br><br>In good condition<br><br>In good condition<br><br>Working order<br>Slats are creased and worn<br><br>In working order<br>Some shading at low level<br><br>Blind beading chain detached.<br>Some plastic base hooks snapped.<br><br>Picture frames removed from walls; found stored inside wardrobe.<br>Fixing points remain where previously mounted. |
| 11.12 Bedroom Two » Drawer unit | General Note | N/A | Some light wear to handles<br>In working order<br><br>Third drawer slightly stiff to open and close. |
| 11.13 Bedroom Two » Bedside tables | Damage / Neglect | Tenant | Minor usage marks to top surface<br><br>Fine scratches & faint marks across shade surface.<br>Lampshade very wobbly and unstable. |
| 11.15 Bedroom Two » Mattress | Needs Cleaning | Tenant | In a light used order<br><br>Yellow ring stains visible to underside. |



Tenant Initials: _____

| Actions Required | | | |
|---|---|---|---|
| 11.17 Bedroom Two » Window | Damage / Neglect | Tenant | In good condition<br>In working order<br>Some paint marks to low level to frame<br>3x foam pad marks seen to frame<br><br>Blind beading chain detached.<br>Some plastic base hooks snapped. |
| 12.15 Bedroom Three (Left Side) » Mattress | Needs Cleaning | Tenant | In a used order with some light staining<br><br>Several orange ring like stains seen to both sides of the mattress. |
| 12.16 Bedroom Three (Left Side) » Base lamps | Damage / Neglect | Tenant | Untested<br><br>Lampshade wobbly and unstable. |
| 12.18 Bedroom Three (Left Side) » Left window | Damage / Neglect | Tenant | In good condition<br>Minor scuffs to sill<br><br>One vertical slat missing from blind, LHS.<br>Blind chain snapped; connector/link detached. |
| 13.5 Bathroom » Floor | Damage / Neglect | Tenant | Discolouration to grouting<br>Crack tile forward of WC<br><br>Additional hairline crack - third tile from entry. |
| 13.8.1 Bathroom » **Fixtures & Fittings** | Needs Maintenance | Landlord | All in a working order<br><br>Minor blemish marks<br><br>Some blemish marks<br>In working order<br><br>Sealant detached with gaps visible along joint line.<br>Small chip to shelf surface edge. |
| 13.8.1 Bathroom » **Fixtures & Fittings** | Damage / Neglect | Tenant | All in a working order<br><br>Minor blemish marks<br><br>Some blemish marks<br>In working order<br><br>Sealant detached with gaps visible along joint line.<br>Small chip to shelf surface edge. |
| 13.9 Bathroom » Sink | Damage / Neglect | Tenant | In good condition<br>In working order<br>Plug control is quite stiff<br><br>1x Very small chip hole to sink rim. |
| 13.10 Bathroom » Under sink storage unit | Fair, Wear & Tear | Landlord | Swelling and chipping to edges of doors and to interior shelves |



Tenant Initials: _____

| Actions Required | | | |
|---|---|---|---|
| 13.11 Bathroom » Medicine cabinet | Fair, Wear & Tear | Landlord | Light wear to interior<br>Silvering to edges of mirrors<br><br>Silver edge tape detached in places. |
| 13.12 Bathroom » WC | Needs Maintenance | Tenant | In working order<br><br>Seat loose |
| 13.13 Bathroom » Bath | Needs Replacing | Tenant | Minor drip marks to side panel<br>In working order<br>Showerhead bracket is slightly loose<br><br>Mould growth visible to sealant. |
| 14.1 Reception » External door | Needs Maintenance | Landlord | Handle is loose, but working<br><br>Trim/edging detached from door side. |
| 14.7 Reception » Walls | Fair, Wear & Tear | Landlord | A few minor scuffs and shaded marks<br>Screw behind door left side of entry<br>3x nails, 3x picture hooks<br>Shaded patch between left windows<br><br>Fine scuffs & surface marks to corner edge.<br>Faint marks & small fixing holes visible in places.<br>Previous fixture points present. |
| 14.8 Reception » Ceilings | Requires Attention | Investigate | A couple of faint scuffs<br><br>Stains visible to ceiling above dining area - consistent with leak.<br>Plaster peeling in places; multiple hairline cracks present. |
| 14.11.1 Reception » **Furniture & Furnishings** | Damage / Neglect | Tenant | 2 plates each have one small chip to rim edge. |
| 14.14 Reception » Audio unit | Damage / Neglect | Tenant | General light usage marks and wear<br>In working order<br><br>**Contents**<br>1x Clear ribbed glass water jug..<br>1x Blue/white iron - heavy limescale & residue build-up visible on soleplate.<br>1x Folder, containing manuals and other paperwork.<br>Assorted cables, chargers & power adaptors.<br>A number of routers.<br>Corded telephone.<br>Extension lead.<br>Remote controls.<br>TV Aerial.<br><br>Internal shelf leaning.<br>One hook/fixing fixture missing. |
| 14.16 Reception » Corner sofas | Fair, Wear & Tear | Landlord | Some quite heavy wear to leather, particularly along top edges of backrest and front of seats<br>A few further light scuffs and rubs |



Tenant Initials: _____

| Actions Required | | | |
|---|---|---|---|
| 14.18 Reception » Dining chairs | Needs Cleaning | Tenant | A few spot marks and stains to seat cushions<br>1x chair is slightly unstable<br><br>Each chair has stains to seat or back upholstery.<br>Frames intact; no tears or structural damage. |
| 14.19.1 Reception » **Window** | Damage / Neglect | Tenant | .<br>Good condition<br>In working order<br>Some light chipping to laminate to frame low level<br><br><br><br>In good condition<br>In working order<br>Some cracking and scuffs to sill<br>Some scratches and scuffs to frame at low level<br><br>Crack visible - LHS low level, interior glass pane, balcony door. |
| 15.2 Outside Space » Fixtures & Fittings | Needs Cleaning | Tenant | In working order<br>Some LED appear to not be working<br><br>Heavily weathered condition. |
| 16.4 Kitchen » Internal door frame | Damage / Neglect | Tenant | Paint chipping & wear at base corner of door frame. |
| 16.6 Kitchen » Skirting Boards | Fair, Wear & Tear | Landlord | Minor scuffs<br>Some red spot marks to right side<br><br>Heavily discoloured throughout. |
| 16.7 Kitchen » Walls | Fair, Wear & Tear | Landlord | Minor scuffs and shaded marks<br>Some yellow stains to right wall<br>2x adhesive hooks behind sink<br>Minor spot marks behind worktops<br><br>4x Additional self-adhesive sticky hooks affixed to wall above sink area.<br>2x Additional self-adhesive sticky hooks affixed to wall LHS upon entry.<br><br>Horizontal scuff lines & faint smudge marks across wall RHS upon entry.<br>Heavily discoloured patches visible. |
| 16.8 Kitchen » Ceilings | Requires Attention | Investigate | Large brownish stain to ceiling - consistent with leak pattern. |
| 16.9.1 Kitchen » **Fixtures & Fittings** | Needs Replacing | Landlord | All in working order<br>1x not working<br>All appear in a good condition, but untested<br>In good condition<br><br>Sealant damaged behind tap area. |



Tenant Initials: _____

| Actions Required | | | |
|---|---|---|---|
| 16.13 Kitchen » Extractor Fan | Needs Maintenance | Landlord | Lights are in working order<br>Left light cover is loose<br>Power buttons do not stay on when pressed - Maintenance Landlord<br><br>Light cover loose - LHS fitting, will not screw into place.<br>One small hook broken on cooker hood filter. |
| 16.13 Kitchen » Extractor Fan | Damage / Neglect | Tenant | Lights are in working order<br>Left light cover is loose<br>Power buttons do not stay on when pressed - Maintenance Landlord<br><br>Light cover loose - LHS fitting, will not screw into place.<br>One small hook broken on cooker hood filter. |
| 16.19 Kitchen » Dishwasher | Needs Cleaning | Investigate | Debris & soiling visible inside filter housing/drain. |



Tenant Initials: _____

## Declaration

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.



Tenant Initials: _____