# **Check Out**



Property inspected by Beverley Muhammad

# **Address**

93 Dashwood House, Dickens Yard Longfield Avenue London W5 2JU



**Carried Out** 

July 29th 2019 11:30

Property report created with **inventorybase** 



arla | propertymark
INVENTORIES

# Contents

Notes	2
Disclaimers	4
Areas	5
Front Approach	5
Hallway	6
Bathroom	11
Bedroom One	17
En-Suite	24
Bedroom Two	30
Reception/Kitchen	35
Balcony	50
Schedule of Condition	5′
Alarms	53
Keys	54
Meters	55
Actions	56
Declaration	58

### **Notes**

### **GENERAL GUIDANCE NOTES TO TENANT AND LANDLORD**

Tenant(s) are reminded that it is your responsibility at the beginning of the tenancy to note any specific discrepancies on the inventory that you do not agree with i.e. marks on walls, carpets, etc. If no such additional notes are made by the tenant(s) at the start of the tenancy, the inventory will be deemed as accepted as read.

This inventory provides a fair and accurate record of the contents and condition of the contents of the property and the property's internal condition. On the termination of the tenancy, the inventory should be rechecked and any variations reported to the landlord. That report will indicate whether, in our opinion, there is any liability to the tenant(s) or whether such deterioration might be considered as reasonable fair wear and tear.

It is vital for the tenant to replace all items to their original locations on termination of the tenancy. Failure to do so could result in delay and confusion and also result in a search fee being incurred on check out.

It is the responsibility of the tenant(s) to maintain the property and restore it to its original condition when vacating the premises otherwise charges will be incurred. This could include repair work and professional cleaning.

If landlord who has permitted tenant(s) to have dogs and pets will require tenant(s) to make good any damage caused by the animal. Any estimates for cleaning and any dilapidations to walls, carpets, lawns etc. will be assessed at Check Out and incur a charge to the tenant(s).

Please ensure all instruction manuals are at the property for the tenants use. Please ensure all keys are tagged and labelled.

### **DILAPIDATIONS AT CHECK OUT**

At the Check Out, it will be expected that the property will be in good clean condition with all the cleaning finished. No further cleaning will be permitted as the tenant(s) will have been given enough time to vacate. All personal items must be removed and the tenant(s) must be ready to vacate the property as soon as the Check Out procedures have been completed.

The meters will be read and a forwarding address is required.

Dilapidations generally fall into the following categories.

These are the most common areas and it would be in the Tenant(s) best interest to pay particular attention to these.

Carpet soiling – spotting, staining, heavy shading, burn marks.

Furniture damage - soiling, staining, breakage, ring and scratch marks, water/liquid marks, dents and chip marks.

Curtains – discoloured due to smoke, torn, stained, spotted or not freshly cleaned.

Mattresses - staining and ripping.

Linen – soiling, staining, not freshly cleaned, burn marks or tears.

Fireplaces – unauthorised use, chimneys not swept, damage to mantle or hearth.

Parquet/Laminate/Wood Flooring - heavy usage, scrape/scratch marks, staining, burn marks.

Vinyl floor coverings – rips, scratches, staining, pit/dent marks.

Gardens – unswept patios/paths/driveways, non-maintained borders, bushes and lawns.

Swimming pools – leaf strewn, dirty water, dirty tiles, general damage.

### **Checking Out Procedures**

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

### **Check Out Appointment**

All cleaning has been completed prior to appointment time. All personal items removed. The property is ready to be handed over and ready to vacate. If you are not ready to vacate the property, it may not be possible to carry out the Check Out and will incur a charge for a return visit added to the Check Out report.

At the termination of the tenancy ALL items MUST be returned to their original positions as indicated in the Inventory. A minimum charge of £50 will be raised, to cover the cost of locating and repositioning such items, against the security deposit if items are not correctly positioned.

### **CLEANING**

Apart from general cleaning of the property, listed below are the most common areas missed which are noted at the Check Out and are listed on the dilapidation report. All paintwork, skirting boards, architrave and picture rails. Ceramic tiles in kitchens and bathrooms, perimeter of kitchen/bathroom floors and edges of carpets in all rooms. Remove crumbs and dust from drawers and clean all kitchen units inside and out, as well as behind the cooker. Clean all other kitchen appliances paying particular attention to hobs, grills and oven, together with the oven door, the refrigerator door, shelving and rubber seals and defrosting freezers and freezer compartments, soap dispenser and filters of washing machines, dishwashers and tumble driers, rubber door seals and extractor fans. Clean all ceiling and wall light fittings and shades and test that all bulbs are working. Clean windows and doors. To prevent condensation, mould growth or build up, moisture is to be wiped off surfaces daily if necessary. Regular ventilation of the property is also required daily. Failure to keep mould under property control could render you liable for any subsequent damage.

### Please note that the Inventory Clerks are not responsible for the following:

Testing showers / taps, Testing appliances, Moving furniture, Checking electrical items, Opening windows, Flushing toilets, Checking

Page 2 of 59 Tenant Initials:

heating systems or radiators, Checking alarms, Inspecting loft contents, Removing and inspecting boxed items (it is the duty of the landlord / tenant(s) to have all accountable items ready to be checked, Specifying names of plants / shrubs and trees (a general description will be given).

### **GLOSSARY OF TERMS CONDITION**

Brand new/ as new / unused/excellent condition – Possible still in wrapper, with new tags/labels attached or no signs of use. Good condition – Consistent with signs of slight wear, but generally lightly worn than marked/scuffed.

Fair condition – Consistent with signs of age, frayed, small light stains, marks and/or discoloration.

Poor condition – Substantial signs of wear and tear, substantial stains, marks, tears and/or chips. Still operational.

Extremely Poor – Substantially damaged and or faulty items, substantial stains and upholstery torn, dirty, pet hairs/odours.

### **CLEANLINESS**

Professionally Clean – Items are all immaculate, sparkling and dust free, appliances and sanitary cleaned to a high standard. Good Clean – Items are all clean to a good standard, burnt marks visible not loose debris or greasy and minors dust in areas. Average Clean – Average clean with signs of additional cleaning required to appliances and sanitary ware and heavily dusty. Poorly Clean – All or additional areas and items requires to be cleaned further.

Not Clean – All areas and items to be cleaned to a good clean standard for next tenant(s) as applicable.

Page 3 of 59 Tenant Initials: \_\_\_\_\_

### **Disclaimers**

### SAFETY DISCLAIMER

This report has been prepared by an Inventory Clerk who is not an expert in buildings, furnishings, decoration, woods, antiques or a qualified Surveyor.

ABM Inventory Services will not take water meter readings unless the meter is clearly visible within the property or attached to an exterior wall at low/accessible level.

Windows throughout the property have not been tested for function or operation. Description are purely based on the superficial appearance of windows, frames and locks. ABM Inventory Services can accept no liability arising from any failure of the windows or parts thereof to function properly at all.

This is an independent inventory report that provides a fair and accurate record solely of the contents and condition of the property and does not form any part of a valuation or structural report. It is the responsibility of the Landlord and the Tenant(s) or the respective agents to agree, between themselves, the accuracy of this Report.

This inventory is compiled on the basis that all items listed are in good order and clean and any defects or soiling are noted where appropriate. We are unable to attribute as to the value of any objects in the property and can only provide a description of all items for identification purposes only in order that each item can be compared to its condition at the commencement of the tenancy.

We cannot undertake to move any heavy items, access lofts, high-level cupboards, basements, cellars or similar. Properties that have been left in these mentioned areas, which have not been inventoried, are the sole responsibility of the Landlord.

It is not normal practise to include in detail any of the following items on the inventory: a) numbers and titles of books, b) plants, c) items that are visibly packed for storage, d) items stored in lofts, cellars or inaccessible places.

The Fire & Safety Regulations regarding furnishing, gas, electrical and similar services are ultimately the responsibility of the Instructing Principal. Where the inventory notes FFR label seen, this should not be interpreted to mean that the item complies with the furniture & furnishings (fire) (safety) (Amendments) 1993. It is a record that the item had a label as described, or similar, to that detailed in the guide published by the Department of Trade and Industry January 1997 or subsequent date attached at the time the inventory was compiled. Any electrical appliances tested will be for power only and only where practicable.

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

Page 4 of 59 Tenant Initials: \_\_\_\_\_

1. FRONT APPROACH						
Item	Description	Condition at Check In	Condition at Check Out	Tenant Comments		
1.1 Communal hallway	Communal hallway leading to front door					
1.2 Front Door and Frame	Dark wood doorframe Dark wood single panel door Chrome '93' Chrome spy hole Chrome letterbox with flap Chrome lever handle Chrome circular key lock surround Light wood threshold strip on entry Chrome inset LED spotlight to top of frame	Spotlight working order	As Check In			





Ref # 1.2

Ref # 1.2

Page 5 of 59 Tenant Initials: \_\_\_\_\_

2. HALLWAY						
Item	Description	Condition at Check In	Condition at Check Out	Tenant Comments		
2.1 Reverse of frame and door	Reverse of frame and door as same Return of chrome spy hole with cover Return of letterbox with flap Return of chrome lever handle Chrome turn lock Silver security chain and stay	Finger marks around spy hole	As Check In + Clean			
2.2 Ceiling	White painted					
2.3 Walls	White painted	Very light rub marks to mid to low level	As Check In + ; Additional rub marks Fair Wear and Tear			
2.4 Skirting	White painted					
2.5 Lighting	3 white square rimmed inset spotlights	Working order	As Check In			
2.6 Floor	Engineered wooden floorboards	Good condition	As Check In			

Page 6 of 59 Tenant Initials: \_\_\_\_\_

### 2. HALLWAY (CONT.)

# 2.7 Fixtures & Fittings

Built-in cupboard White painted frame; 2 dark wood doors Each with chrome lever handle Reverse of frame and door as same Return of chrome lever handles White plastic automatic light switch attached to top of frame; Interior Ceiling, white metal frame with white painted ceiling tiles Walls, white painted Skirting, white painted Floor, continuation of floorboards from hallway Contains: SAV systems hot water system cupboard with heat meter to interior Associated piping White VentAxia air conditioning unit to right hand side forward of entry Grey plastic consumer board White plastic temperature control panel Dark wood cupboard forward of entry with master switch and electricity meter Associated cabling Dark wood open shelving to right hand side with 2 shelves Siemens IQ500 washer dryer Blue cardboard box with Dirt Devil quick power vacuum cleaner to interior Cardboard box with Ikea shelving unit to interior White plastic Hyperoptic socket panel Switch panel with switches for bathroom fan, HIU and washing machine 1 white plastic double socket White plastic vent to ceiling Florescent strip light to wall above reverse of 7 white plastic switches behind top shelf right

hand side

White plastic BT open reach telephone socket

Walls water stain by pipework Floor slightly dusty Washer dryer tray clean Seal clean Washing machine working order As Check In +;
Floor clean;
Florescent strip light to wall
above reverse of door working
intermittently

Needs Maintenance - Landlord

Page 7 of 59 Tenant Initials: \_\_\_\_\_

2. HALLWAY (CONT.)				
	White plastic blank socket Further white plastic double socket White plastic socket with black brushes to centre;			
2.8 Entry phone	White plastic wall mounted entry phone			
2.9 Smoke alarm	White plastic smoke alarm	Working order	As Check In	
2.10 Ceiling	2 white plastic discs to ceiling			
2.11 Doorstop	Chrome and black rubber doorstop fitted to skirting			
2.12 Socket	1 white plastic double socket			
2.13 Switches	Chrome light switches as fitted			
2.13.1	Frame o bathroom			
2.13.2	Frame to bedroom one			
2.13.3	Frame to bedroom two			
2.13.4	Frame to reception/ kitchen			

Page 8 of 59 Tenant Initials:

Ref #2

Ref#2

# 2. HALLWAY (CONT.)



Ref #2

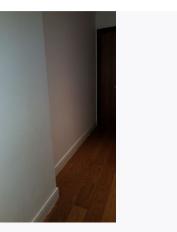


Ref # 2.2

Ref # 2.3



Ref # 2.3





Ref # 2.5

Page 9 of 59 Tenant Initials: \_

# 2. HALLWAY (CONT.)







Ref # 2.7



Ref # 2.7



Ref # 2.7



Ref # 2.7



Ref # 2.12

Page 10 of 59 Tenant Initials:

3. BATHROOM					
Item	Description	Condition at Check In	Condition at Check Out	Tenant Comments	
3.1 Door and Frame	White painted door frame Dark wooden single panel door; Chrome lever handle Chrome return of turn lock	Door heavy chip to centre Some other light chips to centre from return of security chain stay	As Check In		
3.2 Reverse of frame	Reverse of frame and door as same Return of chrome lever handle Chrome turn lock Silver threshold strip				
3.3 Ceiling	White painted				
3.4 Walls	Part cream stone effect ceramic wall tiles White grouting Tiled recess above bath with 2 glass shelves; Part dark wood panelling				
3.5 Lighting	3 white square rimmed inset spotlights LED strip light below bath panel 4 inset chrome rimmed LED spotlights	Spotlights working order Bath panel working order LED spotlights working order	As Check In		
3.6 Floor	Continuation of wall tiles with white grouting				
3.7 Toilet	White ceramic toilet bowl White plastic seat and lid				
3.8 Basin	White ceramic wash basin Chrome waste and popup plug Ceramic overflow Chrome separate hot and cold taps with swan neck spout Wash basin inset into beige mottled effect granite worktop with dark wood vanity cabinet below 2 doors with soft close mechanism Small recess to left hand side with bracket for toilet roll holder	Pop up plug lightly marked Mechanism cut-out to pipe work to interior	As Check In +; Beige mottled effect granite brown spot mark damaged possible due to cleaning products Needs Repairing - Tenant		

Page 11 of 59 Tenant Initials: \_\_\_\_\_

3. BATHROOM (CONT.)					
3.9 Bath	White plastic bath Chrome waste and pop- up Chrome overflow Chrome wall mounted circular panel with 2 plugs Chrome wall mounted bracket to flexi hose and hand held showerhead Ceiling mounted showerhead above bath Chrome framed shower screen with 1 fixed pane 1 opening door Clear plastic seal to base Chrome hinges 2 dark wood panels to front	Overflow loose	As Check In		
3.10 Fixtures & Fittings	Built-in cupboard above toilet 2 dark wood doors Soft close mechanism; 3 glass shelves	Door no handles Mechanisms loose from shelf to base Base shelf loose	As Check In		
3.11 Shelves	Recess to right hand side with 2 glass shelves				
3.12 Socket	Chrome and white plastic shavers only socket				
3.13 Plant pot	Pink ceramic plant pot with artificial plant				
3.14 Shower screen	2 chrome covers for interior brackets of shower screen				
3.15 Hooks	2 chrome double robe hooks				
3.16 Towel rails	2 chrome towel rails				
3.17 Vent	White circular vent to ceiling				
3.18 Toilet brush	White metal toilet brush and holder	Used order	As Check In		
3.19 Wash basin	Built-in mirror behind wash basin	Unframed ; Requires light wipe over	As Check In +; Clean		

Page 12 of 59 Tenant Initials: \_\_\_\_\_







Ref #3



Ref # 3.3



Ref # 3.6



Ref # 3.6



Ref # 3.8

Page 13 of 59 Tenant Initials: \_\_\_\_\_



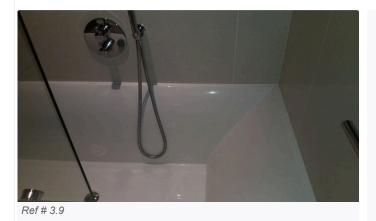


Ref # 3.9





Ref # 3.9



Ref # 3.9



Ref # 3.10

Page 14 of 59 Tenant Initials: \_\_\_\_\_







Ref # 3.10



Ref # 3.12



Ref # 3.15



Ref # 3.16



Ref # 3.18

Page 15 of 59 Tenant Initials:







Ref # 3.18



Ref # 3.18



Ref # 3.19



Ref # 3.19

Page 16 of 59 Tenant Initials: \_\_\_\_\_

4. BEDROOM ONE				
ltem	Description	Condition at Check In	Condition at Check Out	Tenant Comments
4.1 Door and Frame	White painted door frame Dark wooden single panel door Chrome lever handle			
4.2 Reverse of frame	Reverse of frame and door as same Return of chrome lever handle			
4.3 Ceiling	White painted			
4.4 Walls	White painted	Very light rub marks mid to low level Light scuff marks left hand side on entry low level	Needs Cleaning - Tenant	
4.5 Skirting	White painted			
4.6 Lighting	4 white square rimmed inset spotlights	Working order	As Check In	
4.7 Glazing	White UPVC frame 5 fixed clear glass double glazed windows 1 opening clear glass double glazed window 1 white handle Integrated lock	Key not seen Glass requires light wipe over	As Check In	
4.8 Window fittings	1 silver curtain pole with glass and black wire finials 1 pair of grey pole to floor length curtains with silver rings to top	Creased	As Check In	
4.9 Floor	Beige fitted carpet	Light furniture indents Light grey mark forward of entry to en-suite	Needs Cleaning - Tenant	

Page 17 of 59 Tenant Initials: \_\_\_\_\_

4. BEDROOM ONE (CONT.)					
4.10 Fixtures & Fittings	Built-in cupboard left hand side White painted frame Dark wood single panel door Chrome lever handle Reverse of frame and door as same Return of chrome lever handle White plastic automatic light switch attached to top of frame Ceiling, white painted Walls, white painted Skirting, white painted Floor, continuation of beige carpet from bedroom Contains Florescent strip light to ceiling White plastic blank socket	Strip light working order	As Check In +; Scruff marks forward facing. Rub marks to right and left hand sides of walls mid to lower level. Paint chips to right hand side of angle wall. Fair Wear and Tear		
4.11 Built-in wardrobe	Dark wood frame 2 silver frame sliding doors Full length mirrors to front Interior Dark wood throughout Left hand side 1 hat shelf Integrated LED strip light 2 chrome clothes rail right hand side 1 hat shelf with integrated LED strip light 1 low level shelf 1 chrome clothes rail	Shelf working order Rail working order	As Check In		
4.12 Bed	Black leather effect framed double bed Matching headboard Light wood slats to base				
4.13 Mattress	Cream Warwick floral design double mattress	Not fully inspected due to bedding	As Check In		
4.14 Mattress protector	White mattress protector				
4.15 Sheet	White fitted sheet				
4.16 Duvet cover	White duvet in white double duvet cover				
4.17 Pillows	4 white pillows in white pillow cases	All bedware appears new	In used condition. Clean		
4.18 Bedside cabinets	2 dark wood bedside cabinets Each with 2 drawers				

Page 18 of 59 Tenant Initials: \_\_\_\_\_

4. BEDROOM ONE (	4. BEDROOM ONE (CONT.)				
4.19 Bedside lamps	2 chrome based bedside lamps Green fabric shades	Working order	As Check In		
4.20 Ceiling mounted	2 ceiling mounted white discs				
4.21 Vent	1 ceiling mounted white vent				
4.22 Radio aerial socket	White plastic TV and Radio aerial socket panel				
4.23 Sockets	2 white plastic sockets and black brushes				
4.24 Dimmer switch	Chrome single dimmer switch on entry				
4.25 Light switch	Chrome light switch for ensuite forward of entry				
4.26 Sockets	White plastic sockets as fitted				
4.27 Frame	Frame to en-suite				



Ref #4



Page 19 of 59 Tenant Initials: \_\_\_\_\_

Ref #4

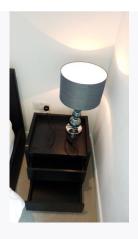
# 4. BEDROOM ONE (CONT.)







Ref #4



Ref #4



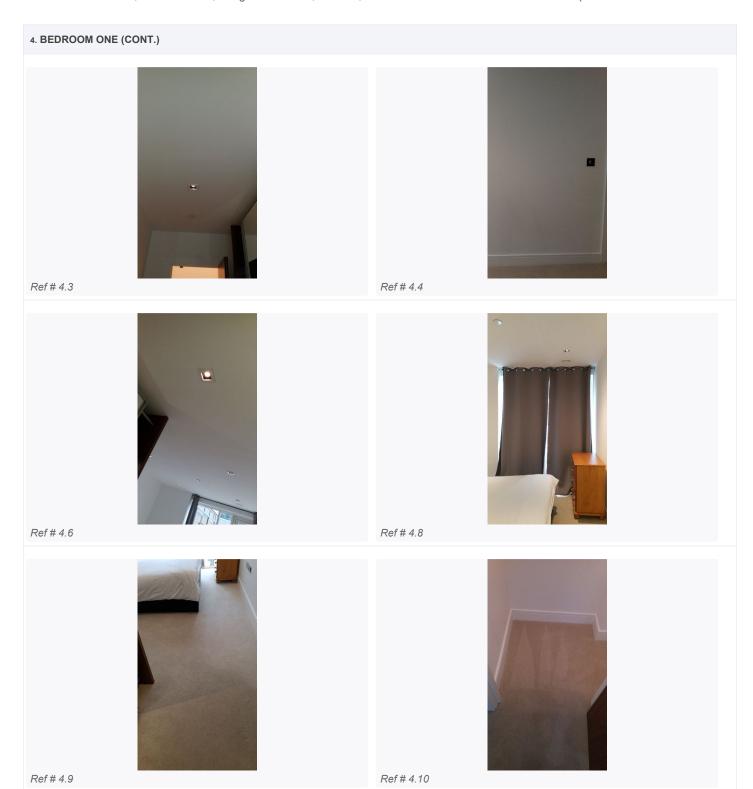
Ref # 4.1



Ref # 4.3



Page 20 of 59 Tenant Initials: \_

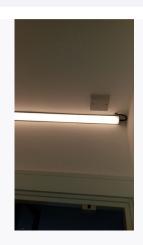


Page 21 of 59 Tenant Initials: \_\_\_\_\_

# 4. BEDROOM ONE (CONT.)



Ref # 4.10



Ref # 4.10



Ref # 4.10



Ref # 4.11



Ref # 4.11



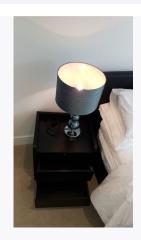
Ref # 4.12

Page 22 of 59 Tenant Initials:

### 4. BEDROOM ONE (CONT.)







Ref # 4.19



Ref # 4.24



Ref # 4.25



Ref # 4.26

Page 23 of 59 Tenant Initials: \_\_\_\_\_

5. EN-SUITE				
Item	Description	Condition at Check In	Condition at Check Out	Tenant Comments
5.1 Door and Frame	White painted door frame Dark wooden single panel door Chrome lever handle Chrome return of turn lock			
5.2 Reverse of frame	Reverse of frame and door as same Return of chrome lever handle Chrome turn lock			
5.3 Ceiling	White painted		Paint peeling over built-in shelf unit to showerhead area Needs Maintenance - Landlord	
5.4 Walls	Cream stone effect ceramic wall tiles with white grouting			
5.5 Lighting	3 white square rimmed inset spotlights 4 chrome rimmed LED spotlights	Spotlights working order LED spotlights working order	As Check In	
5.6 Floor	Continuation of wall tiles to floor with white grouting			
5.7 Basin	White ceramic wash basin Chrome waste and popup plug Ceramic overflow Chrome separate hot and cold taps with swan neck spout Wash basin contained within cream mottled effect granite worktop Vanity cabinet below 2 dark wood doors Soft close mechanism Cut-out for pipe work to cupboard 1 white handled squeegee mop for shower screen		Cream mottled effect granite brown spot mark damaged possible due to cleaning products  Needs Repairing - Tenant	
5.8 Toilet	White ceramic toilet bowl White plastic seat and lid			

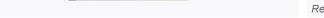
Page 24 of 59 Tenant Initials: \_\_\_\_\_

5. EN-SUITE (CON	ІТ.)			
5.9 Shower	White plastic shower tray Chrome and white plastic waste Chrome wall mounted circular panel with 2 taps Chrome wall mounted fitting to flexi hose and chrome handheld showerhead Ceiling mounted chrome showerhead Chrome framed shower screen with 1 fixed pane 1 sliding door Chrome bar handle to either side Recessed shower area with 1 glass shelf 1 glass jar with artificial plant			
5.10 Fixtures & Fittings	White plastic vent above entry			
5.11 Wash basin	Recess to side of wash basin with toilet roll holder			
5.12 Hooks	2 chrome wall mounted double robe hooks			
5.13 Towel rails	2 chrome towel rails			
5.14 Toilet brush	White metal toilet brush and holder	Used order	As Check In	
5.15 Mirror	Wall mounted mirror behind wash basin			
5.16 Shelves	Recessed panelling to side of mirror 2 glass shelves Inset spotlight to top	Spotlight working order	As Check In	
5.17 Shavers	Chrome and white plastic shavers only socket			

Page 25 of 59 Tenant Initials: \_\_\_\_\_

Ref #5











Re



Ref # 5.6



Ref # 5.7



Ref # 5.7

Page 26 of 59 Tenant Initials: \_\_\_\_\_







Ref # 5.8



Ref # 5.8



Ref # 5.9



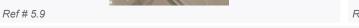
Ref # 5.9



Ref # 5.9

Page 27 of 59 Tenant Initials:







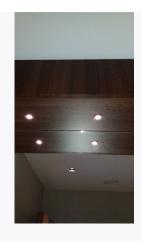
Ref # 5.9



Ref # 5.11



Ref # 5.11



Ref # 5.16



Ref # 5.16

Page 28 of 59 Tenant Initials:





Ref # 5.16

Ref # 5.17

Page 29 of 59 Tenant Initials: \_\_\_\_\_

6. BEDROOM TWO					
Item	Description	Condition at Check In	Condition at Check Out	Tenant Comments	
6.1 Door and Frame	White painted door frame Dark wooden single panel door Chrome lever handle				
6.2 Reverse of frame	Reverse of frame and door as same Return of chrome lever handle		Light scratch marks Fair Wear and Tear		
6.3 Ceiling	White painted				
6.4 Walls	White painted	Light usage marks	As Check In +; Blue marks to left hand side wall next to Patio door and; 3 x grease type small spot marks Needs Cleaning - Tenant		
6.5 Skirting	White painted				
6.6 Lighting	2 white square rimmed inset spotlights	Working order	As Check In		
6.7 Glazing	White UPVC frame 1 fixed clear glass double glazed window 1 opening clear glass double glazed window White handle Integrated lock;  1 white framed door with full length clear glass double glazed pane White handle Integrated lock Key seen	Key not seen	As Check In		
6.8 Window fittings	Silver curtain pole with glass and black wire finials 1 pair of grey pole to floor length curtains with silver rings to top	New Creased	In used good condition		
6.9 Floor	Beige fitted carpet Silver threshold strip on entry	Light furniture indents Light debris	As Check In + and spot marks  Needs Cleaning - Tenant		
6.10 Fixtures & Fittings					

Page 30 of 59 Tenant Initials: \_\_\_\_\_

6. BEDROOM TWO (CONT.)							
6.11 Bedside cabinets	2 black wood bedside cabinets Each with 2 drawers						
6.12 Table lamps	2 table lamps Black and chrome legs Green fabric shades	Both working order	As Check In				
6.13 <b>Vent</b>	White plastic ceiling vent						
6.14 Ceiling	White plastic disc to ceiling						
6.15 Telephone socket	White plastic double telephone socket						
6.16 Aerial socket	White plastic Radio and TV aerial socket						
6.17 Doorstop	Chrome and black rubber doorstop fitted to skirting						
6.18 Sockets	White plastic sockets as fitted						
6.19 Dimmer light	Chrome dimmer light switch on entry						
6.20 Light switch	Chrome light switch to right hand side of windows for balcony						
6.21 Items Not Listed	2 x single upholstery divan base beds; 2 x grey single mattresses 2 x dark wood bedside cabinets, each with 2 drawers; 2 chrome based bedside lamps, grey fabric shades; 1 x light wooden effect 4 x drawers; 1 x light wood effect wardrobe with chrome T-bar handles, handle loose;. Interior: 1 x hat shelf, 1x chrome brush handles; and chrome hanging rail	Item added after Check In	Needs Confirmation - Investigate				

Page 31 of 59 Tenant Initials: \_\_\_\_\_

Ref # 6.3

# 6. BEDROOM TWO (CONT.) Ref#6 Ref #6 Ref #6 Ref #6

Page 32 of 59 Tenant Initials: \_\_\_\_\_

Ref # 6.4

# 6. BEDROOM TWO (CONT.)







Ref # 6.8



Ref # 6.9



Ref # 6.11



Ref # 6.11



Ref # 6.11

Page 33 of 59 Tenant Initials:

# 6. BEDROOM TWO (CONT.)







Ref # 6.12



Ref # 6.17



Ref # 6.20

Page 34 of 59 Tenant Initials: \_\_\_\_\_

7. RECEPTION/KITCHEN							
Item	Description	Condition at Check In	Condition at Check Out	Tenant Comments			
7.1 Door and Frame	White painted door frame Dark wooden single panel door Chrome lever handle	Light angle chipping to right hand side	As Check In				
7.2 Reverse of frame	Reverse of frame and door as same Return of chrome lever handle						
7.3 Ceiling	White painted						
7.4 Walls	Part white painted	Light rub marks to mid to low level, heavier to right hand side on entry to kitchen area	As Check In + Fair Wear; Further spot marks to back of sink areas, Fair Wear; Rub marks to Reception wall areas requires cleaning Needs Cleaning - Tenant Fair Wear and Tear				
7.5 Skirting	White painted						
7.6 Lighting	6 white square rimmed inset spotlights 3 white rimmed rectangular double inset spotlights 3 under wall unit LED strip lights	Spotlights working order Rimmed spotlights working order LED strip lights working order	As Check In				
7.7 Glazing	White UPVC frame 1 fixed clear glass double glazed window 1 opening clear glass double glazed window White handle Integrated lock  White framed balcony door Full length clear glass double glazed pane White handle Integrated lock Key seen	Key not seen	As Check In				
7.8 Window fittings	Silver curtain pole with glass and black wire finials 1 pair of grey pole to floor length curtains with silver rings to top	Creased	As Check In				

Page 35 of 59 Tenant Initials: \_\_\_\_\_

7. RECEPTION/KIT	CHEN (CONT.)			
7.9 Floor	Continuation of floorboards from hallway	Light furniture scrapes and indents below footstool Very light debris Light white marks to corner left of windows	As Check In +; Clean	
7.10 Kitchen units	Range of white melamine cupboards and drawers Silver kickboards Interiors of cupboard grey melamine	No handles	As Check In	
7.11 Wall units	From left hand side Single cupboard 2 shelves White plastic and silver panel with switches for cooker hood, dishwasher, fridge freezer, microwave and oven White plastic fused switch for hob 6 white ceramic mugs 2 white ceramic dinner plates 2 white ceramic side plates 2 white ceramic bowls 2 tall tumblers 2 wine glasses		Bottom drawer requires further cleaning  Needs Cleaning - Tenant	
7.12 Microwave	Fixed panel above microwave			
7.13 Cupboard	Single cupboard 2 shelves			
7.14 Shelves	Single corner cupboard 2 shelves			
7.15 Shelves	Single cupboard 2 shelves			
7.16 Extractor fan	Single cupboard above extractor fan with extractor fan mechanism to interior of panelling			
7.17 Single cupboard	Single cupboard 2 shelves Some miscellaneous fitting to interior	Use unknown	As Check In	
7.18 Fridge	Single door covering fridge			
7.19 <b>Dish</b>	Open cupboard above fridge with white and clear plastic button dish			

Page 36 of 59 Tenant Initials: \_\_\_\_\_

7. RECEPTION/KITO	CHEN (CONT.)			
7.20 Base units	From left hand side Single cupboard 1 shelf			
7.21 Drawers	Nest of 2-drawers Top drawer with additional integrated drawer Grey plastic cutlery tray 2 knives 2 forks 2 spoons 2 tea spoons			
7.22 Under sink	Single cupboard under sink InSinkErator unit to interior Grey plastic recycling bin with 2 sections	Under sink cut-out for sink and pipe work Bin requires light wipe over to interior	As Check In +; Clean	
7.23 Dishwasher	Single panel covering dishwasher			
7.24 Shelf	Single corner cupboard 1 shelf			
7.25 Oven	Space for oven Dummy panel below			
7.26 Cupboard	Single cupboard 1 shelf			
7.27 Freezer	Single panel covering freezer			
7.28 Worktop	Grey mottled effect granite worktop Matching splashback to rear edge Matching splashback behind hob			
7.29 Sink	Stainless steel Carron Phoenix inset double sink 2 stainless steel wastes 1 stainless steel slotted plug and cover 1 black plastic plug and waste to waste disposal unit Chrome mixer tap with long spout Chrome button for waste disposal unit	Cleaning scratches and water marks to interior Mixer tap not tested	As Check In	
7.30 Microwave	Siemens microwave SS-42AS 1 dial Digital display 6 buttons			

Page 37 of 59 Tenant Initials: \_\_\_\_\_

7. RECEPTION/KITO	CHEN (CONT.)			
7.31 Cooker hood	Unbranded cooker hood	Filter clean Lights and fan working	As Check In	
7.32 Hob	Siemens black ceramic hob 4 rings Integrated controls	Small scratch to front left hand ring	As Check In	
7.33 Oven	Siemens stainless steel 742776 oven Stainless steel and glass door Stainless steel and black plastic handle Interior 2 stainless steel racks 1 grey grill pan with integrated rack	Clean	As Check In	
7.34 Fridge Freezer	Siemens KGKIVV34A fridge freezer fridge to top 5 glass shelves with white plastic trim 1 clear plastic salad crisper 5 clear plastic door shelves, with silver strips to front Freezer below 3 clear plastic drawers	Freezer drawers clean and defrosted	As Check In	
7.35 Dishwasher	Siemens FD9605 dishwasher 2 white wire plate racks 1 grey plastic cutlery tray	Clean to interior Slight odour Light tarnishing to reverse of door	As Check In	
7.36 Fixtures & Fittings	Chrome and black plastic Russell Hobbs toaster			
7.37 Kettle	Chrome and black plastic Russell Hobbs kettle	Sticker to front	As Check In	
7.38 Knife	Light wood knife block with stainless steel trim 5 knives 1 pair of scissors			
7.39 Saucepans	Set of 3 stainless steel saucepans Black handles and glass lids			
7.40 Fraying pan	1 fraying pan with black handle			
7.41 Vase	1 white ceramic vase with artificial rose plant			

Page 38 of 59 Tenant Initials: \_\_\_\_\_

7. RECEPTION/KITCHEN (CONT.)				
7.42 Sofa	Beige fabric 3 person sofa 3 fixed seat cushions 3 loose back cushions	Cushions good used order	As Check In	
7.43 Stool	Matching foot stool	Used order Some light marks to top	As Check In	
7.44 Coffee table	Dark wood coffee table with 1 shelf	Good order	As Check In	
7.45 Side table	1 black wood based side table with dark wood circular top	Good used order	As Check In	
7.46 Table lamp	Chrome based table lamp with black fabric shade	Working order	As Check In	
7.47 Dining table	Chrome based circular dining table with glass top Table has been set for 4 people with 4 white ceramic dinner plates 4 matching side plates 4 matching bowls 4 tall glass tumblers 4 wine glasses 4 knives 4 forks 4 spoons 4 tea spoons	Light scratches to top	As Check In	
7.48 Chairs	4 grey plastic moulded chairs with grey leather effect seat cushions Grey metal frames	Good used order	As Check In	
7.49 Ceiling mounted	3 white ceiling mounted disc			
7.50 Vent	1 white ceiling mounted vent			
7.51 Socket	2 white plastic socket with black brushes			
7.52 Telephone socket	White plastic entertainment socket panel with socket for TV, Radio and satellite Telephone socket 2 double sockets			
7.53 Double socket	White plastic double socket behind sofa			

Page 39 of 59 Tenant Initials: \_\_\_\_\_

7. RECEPTION/KITO	CHEN (CONT.)			
7.54 Aerial socket	White plastic double TV aerial socket behind sofa			
7.55 Dimmer switches	2 chrome dimmer switches, 1 with additional traditional switch			
7.56 Sockets	3 chrome and white plastic double sockets to kitchen area			
7.57 Light switch	Chrome and white plastic light switch to side of balcony door for balcony light			
7.58 Doorstop	Chrome and black rubber doorstop fitted to skirting			
7.59 Mattress protector	White mattress protector			
7.60 Sheet	White fitted sheet			
7.61 Cover	White duvet in white cover			
7.62 Pillow	4 white pillows in white pillow cases	All bedware clean and new	As Check In	



Ref #7

Ref #7

Page 40 of 59 Tenant Initials: \_\_\_\_\_



Ref #7



Ref #7



Ref #7



Ref #7



Ref #7



Ref #7

Page 41 of 59 Tenant Initials: \_\_\_\_\_





Ref # 7.3





Ref # 7.4



Ref # 7.4



Ref # 7.5

Ref # 7.6

Page 42 of 59 Tenant Initials: \_\_\_\_\_





Ref # 7.6

Ref # 7.6





Ref # 7.6

Ref # 7.8





Ref # 7.9

Ref # 7.10

Page 43 of 59 Tenant Initials: \_\_\_\_\_







Ref # 7.11



Ref # 7.16



Ref # 7.18



Ref # 7.23



Ref # 7.25

Page 44 of 59 Tenant Initials: \_\_\_\_\_





Ref # 7.25





Ref # 7.29





Ref # 7.30

Ref # 7.30

Page 45 of 59 Tenant Initials: \_



Ref # 7.31



Ref # 7.32



Ref # 7.33



Ref # 7.34



Ref # 7.34



Ref # 7.35

Page 46 of 59 Tenant Initials: \_\_\_\_\_







Ref # 7.37



Ref # 7.38



Ref # 7.39



Ref # 7.39



Ref # 7.39

Page 47 of 59 Tenant Initials:



Ref # 7.40



Ref # 7.42



Ref # 7.42



Ref # 7.42



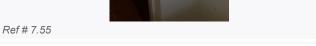
Ref # 7.42



Ref # 7.47

Page 48 of 59 Tenant Initials: \_\_\_\_\_







Ref # 7.56



Ref # 7.57

Page 49 of 59 Tenant Initials: \_\_\_\_\_

8. BALCONY				
Item	Description	Condition at Check In	Condition at Check Out	Tenant Comments
8.1 Entry	Entry via bedroom two and reception			
8.2 Reverse of doors	Reverse of doors and windows as same			
8.3 Handrail	Metal framing and handrail to front and side with 5 clear glass panels mid to low level			
8.4 Glass panel	1 obscured glass panel to left hand side with grey metal frame Brushed chrome brackets			
8.5 Floor	Mid wood decking boards	Lightly weathered ; Light black marks to decking boards	As Check In	
8.6 Lights	2 integrated lights above balcony doors with grills to front	Both working order	As Check In	

Page 50 of 59 Tenant Initials: \_\_\_\_\_

9. SCHEDULE OF CONDIT	ION		
Item	Condition at Check In	Condition at Check Out	Tenant Comments
9.1 Decoration	Good order	As Check In	
9.2 Cleanliness	Cleaned to a professional standard	As Check In + and receipt sighted	
9.3 Flooring	Clean	As Check In	
9.4 Woodwork	Clean	As Check In	
9.5 Windows	Clean to interiors	As Check In	
9.6 Curtains/Blinds	Good order	As Check In	
9.7 Upholstery	Good order	As Check In	
9.8 Mattresses	Being removed by landlord Not fully inspected due to bedding	As Check In	
9.9 Bedding	Clean	As Check In	
9.10 Sanitary ware	Clean	As Check In	
9.11 Kitchen Units/ Surfaces/Sink	Clean	As Check In	
9.12 Oven/Hob	Clean	As Check In	
9.13 Cooker hood	Filter cover clean Lights fan working order	As Check In	
9.14 Fridge/Freezer	Clean + defrosted	As Check In	
9.15 Washing Machine	Tray + seal clean	As Check In	
9.16 Tumble Dryer	N/A	As Check In	
9.17 Dishwasher	Clean	As Check In	

Page 51 of 59 Tenant Initials: \_\_\_\_\_

9. SCHEDULE OF CONDIT	ION (CONT.)		
9.18 Microwave	Clean	As Check In	
9.19 Kitchen Utensils	Used order	As Check In	
9.20 Balcony	Tidy	As Check In	
9.21 Garage	N/A	As Check In	
9.22 Shed	N/A	As Check In	

Page 52 of 59 Tenant Initials: \_\_\_\_\_

10. ALARMS				
Item	Location	Test Result at Check In	Test Result at Check Out	Tenant Comments
10.1 Smoke Alarm	Location : Entrance hall	Good Condition Working : Yes	As Check In	
10.2 Carbon Monoxide Alarm	N/A			

Page 53 of 59 Tenant Initials: \_\_\_\_\_

11. KEYS		
Item	Description	Tenant Comments
11.1 Communal	1 2 x Fob	
11.2 Flat door	4 2 x ISEO	



Ref #11

Page 54 of 59 Tenant Initials: \_\_\_\_\_

12. METERS				
Item	Serial Number	Reading at Check In	Reading at Check Out	Tenant Comments
12.1 Electricity	Serial number : 216290928 Location : Hallway cupboard	Reading : 001836	Reading : 005258	
12.2 Water	Serial number : 15250472 Location : Communal riser cupboard	Reading: 00044	Reading : 00309	
12.3 Water heating	Serial number : 53476623 Location : Hallway cupboard	Reading : 1894	Reading : 2561.390	

Page 55 of 59 Tenant Initials: \_\_\_\_\_

Actions Required				
Ref	Action Required	Responsibility	Comments	
2.3 Hallway » Walls	Fair Wear and Tear	N/A	Very light rub marks to mid to low level; Additional rub marks	
2.7 Hallway » Fixtures & Fittings	Needs Maintenance	Landlord	Walls water stain by pipework Floor slightly dusty Washer dryer tray clean Seal clean Washing machine working order; Floor clean; Florescent strip light to wall above reverse of door working intermittently	
3.8 Bathroom » Basin	Needs Repairing	Tenant	Pop up plug lightly marked Mechanism cut-out to pipe work to interior; Beige mottled effect granite brown spot mark damaged possible due to cleaning products	
4.4 Bedroom One » Walls	Needs Cleaning	Tenant	Very light rub marks mid to low level Light scuff marks left hand side on entry low level	
4.9 Bedroom One » Floor	Needs Cleaning	Tenant	Light furniture indents Light grey mark forward of entry to en-suite	
4.10 Bedroom One » Fixtures & Fittings	Fair Wear and Tear	N/A	Strip light working order; Scruff marks forward facing. Rub marks to right and left hand sides of walls mid to lower level. Paint chips to right hand side of angle wall.	
5.3 En-Suite » Ceiling	Needs Maintenance	Landlord	Paint peeling over built-in shelf unit to showerhead area	
5.7 En-Suite » Basin	Needs Repairing	Tenant	Cream mottled effect granite brown spot mark damaged possible due to cleaning products	
6.2 Bedroom Two » Reverse of frame	Fair Wear and Tear	N/A	Light scratch marks	
6.4 Bedroom Two » Walls	Needs Cleaning	Tenant	Light usage marks; Blue marks to left hand side wall next to Patio door and; 3 x grease type small spot marks	
6.9 Bedroom Two » Floor	Needs Cleaning	Tenant	Light furniture indents Light debris and spot marks	
6.21 Bedroom Two » Items Not Listed	Needs Confirmation	Investigate		
7.4 Reception/Kitchen » Walls	Needs Cleaning	Tenant	Light rub marks to mid to low level, heavier to right hand side on entry to kitchen area Fair Wear; Further spot marks to back of sink areas, Fair Wear; Rub marks to Reception wall areas requires cleaning	

Page 56 of 59 Tenant Initials: \_\_\_\_\_

Actions Required				
7.4 Reception/Kitchen » Walls	Fair Wear and Tear	N/A	Light rub marks to mid to low level, heavier to right hand side on entry to kitchen area Fair Wear; Further spot marks to back of sink areas, Fair Wear; Rub marks to Reception wall areas requires cleaning	
7.11 Reception/Kitchen » Wall units	Needs Cleaning	Tenant	Bottom drawer requires further cleaning	

Page 57 of 59 Tenant Initials: \_\_\_\_\_

#### **Declaration**

Whilst attention to detail has been administered to make an accurate record and description of the condition of the property and its contents, fixtures and fittings at the date and time of visit, of this ABM Inventory Services Report, accuracy cannot be guaranteed by the preparer.

The Landlord and Tenant(s) hold responsibility to check the accuracy of this ABM Inventory Services Report and are advised to sign it in confirmation.

I/we the undersigned, affirm I/we have read this report throughout and acknowledge receipt of this Inventory and Check In and confirm that all items listed are in a good clean condition unless otherwise stated.

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 and description of the condition of the property and its contents.

Tenant(s)	
MR MOHAMMED	) MAKKAWI
Signed by the	
Signature	
Print Name	
Date	

Page 58 of 59 Tenant Initials: \_\_\_\_\_

#### **TERMS AND CONDITIONS**

The property is covered only to the extent that the condition of the premises permits. It only extends to the parts of the premises that are readily accessible. All other parts of the premises i.e. attics, garages, lofts and communal areas that are not relevant to the inventory, are specifically excluded.

- · This document is considered to be an accurate assessment of the contents and condition of the property. You have 7 days from the date of this report to notify us in writing of any amendments you wish to make. These should be sent to the managing agent. If no amendments are received within this time you are deemed to have agreed with the contents of this report.
- If a garden needs inspecting we will endeavour to mention plants and shrubs however we consider plants to be perishable.
- · Lighting, electrical appliances, machinery and other similar items will be tested where practical, and in any event for power supply only. Burglar alarms and panic alarms are <u>not</u> tested.
- · Carpets, rugs and other floor coverings have been inspected to the extent that they are sufficiently clean so that stains and markings, including burns and other damage can be readily identified.
- Unless otherwise stated in writing, items in boxes, plastic sacks and other containers are assumed to be awaiting removal and are specifically excluded from the inventory.
- · All items are described only so that they can be identified. Sizes of objects are given only as approximate and are purely an aid for identification.
- It should be noted that the compiler of this report is not an expert in fabrics, woods, materials, antiques, etc. and not a qualified surveyor. This inventory should not in any way be used as a report for valuation purposes for the premises and its contents or as a structural survey report.
- Every effort has been made to carefully check the property and its contents, however, our representative cannot move extremely heavy Contents, nor can we undertake to attempt entry to inaccessible places. Our clerks will not report on areas such as overcrowded drawers & cupboards.
- · Our representative is not aware of recently bought items. New is only stated if the item is still within packaging. This inventory has been compiled on the basis that, unless otherwise stated, an item is free from visible soiling, defects or damage.
- · Newspapers, magazines, perishables, houseplants are not included unless specifically requested. Books, compact discs, DVDs, videotapes and other similar items will not be listed individually but will be stated as 'collections'.
- The person preparing the Inventory is not an expert in The Fire and Safety Regulations in relation to soft furnishings. It assumes that all furnishings and fabrics have been checked by the landlord and/or managing agent to ensure they comply with the relevant regulations at date of compilation.
- Any Inventories compiled with the tenant(s) in situ may contain inaccuracies for which we cannot be held responsible.
- · Smoke alarms will be listed on the inventory and can only be tested if accessible in event for power supply only. Otherwise the responsibility of the Landlord.
- · Meter readings can only be taken if meters are accessible. Otherwise the reading must be taken by the relevant boards.
- · Properties containing large amounts of assorted crockery, cutlery, glasses etc. will not have items listed individually but will be listed as "assorted items".
- · It is essential that all items are returned to respective rooms as listed on the original Inventory before the Check Out is due to be carried out. Where items have not been returned to their original position and are not easily seen they may be noted as "Not Seen" on the Check Out and their replacement may be charged for.
- · All personal items should be removed prior to the Check Out and the tenant should be ready to vacate the property at the end of the Check Out returning all sets of keys.
- $\cdot \text{ Unless otherwise stated, the report was carried out at the date and time stated on the front cover and all photos were taken during the inspection.}$

Page 59 of 59 Tenant Initials: