

# Inventory & Schedule of Condition



Prepared on behalf of Example Inventories Ltd

Property inspected by Inventory Clerk

## Address

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123 Sample Street  
Sample City  
Sampleshire  
AB1 2CD



## Carried Out

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August  
4th 2021

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## Disclaimers

1. SCHEDULE OF CONDITION HEALTH AND SAFETY			
Ref	Name	Condition	Additional Comments
1.1	General Condition	A professional clean will be carried out on the 9th of August. Tenants have agreed; Appears freshly painted	
1.2	Decorative Condition	Heavy marks noticed	
1.3	Windows & Treatment	Black metal sash type windows, Heavy paint coming away with mold	
1.4	Flooring	Damage to the reception area and small damage to the bedroom photos attached in the report; All floors to be cleaned	
1.5	Lighting	All working	
1.6	Kitchen	A professional clean will be carried out on the 9th of August	
1.7	Bathroom(s)	A professional clean will be carried out on the 9th of August	
1.8	Smoke Detector	Tested and alarm sound heard	

2. KEYS			
Ref	Name	Description	Additional Comments
2.1	Keys	To be advised what keys will be handed over to the tenant	

3. METERS				
Ref	Name	Description	Condition	Additional Comments
3.1	Electric	Serial: 17P3119006 Location: In cupboard by rear door	0010930.4	
<div data-bbox="85 737 564 1129" data-label="Image"> <p>Ref # 3.1</p> </div>				
3.2	Water Meter	19M297694	00139.188	

### 3. METERS (CONT.)



Ref # 3.2

### 4. ENTRANCE HALL



Ref #4



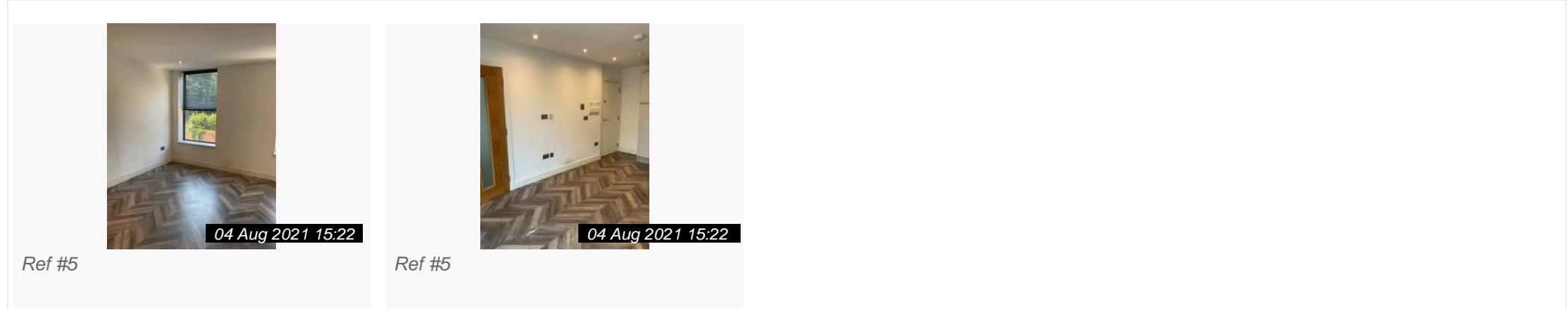
Ref #4



Ref #4

4. ENTRANCE HALL (CONT.)				
Ref	Name	Description	Condition	Additional Comments
4.1	Doors & Hardware	White wooden front door, chrome door furnishings with #7, chrome lever handle, top lock; interior side with reverse of spy hole cap, handle, thumb lock upper level; white painted door frame.  White painted skirting	Various marks and chips.  Marks and dust	

5. RECEPTION ROOM



Ref	Name	Description	Condition	Additional Comments
5.1	Skirting Boards	White wooden skirting	Various defects to wood and dust	

**5. RECEPTION ROOM (CONT.)**



04 Aug 2021 15:22

Ref # 5.1



04 Aug 2021 15:22

Ref # 5.1



04 Aug 2021 15:22

Ref # 5.1

5.2	Walls	Smooth painted white walls	Marks seen	
5.3	Left hand wall		Light marks mid-level	



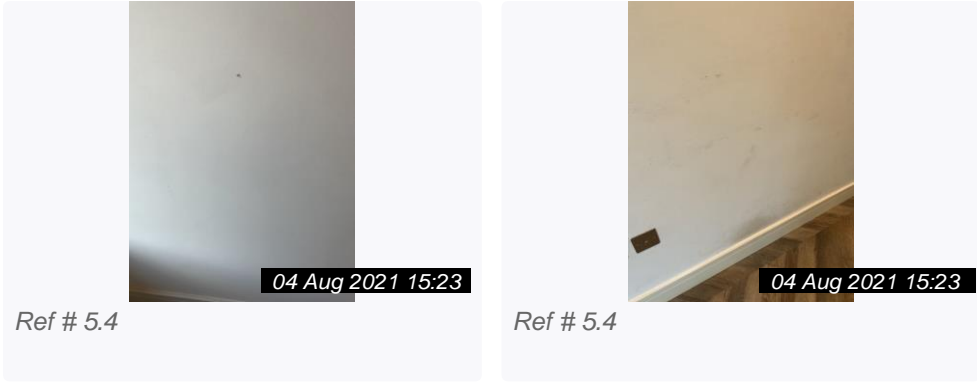
04 Aug 2021 15:23

Ref # 5.3

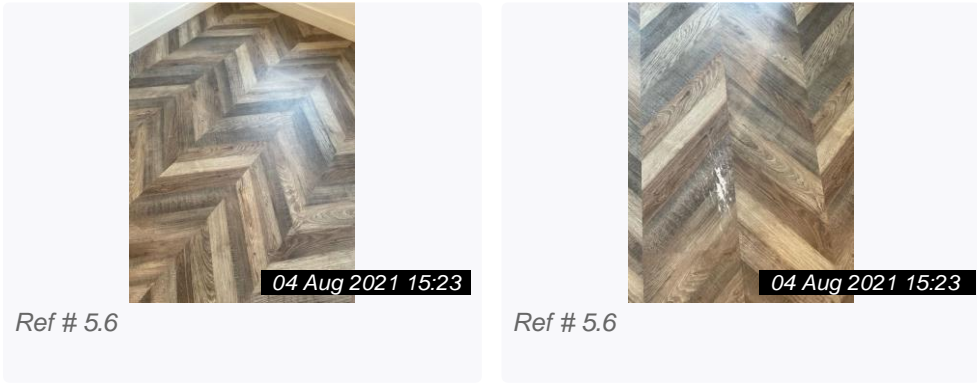
5.4	Facing Wall		Light marks under window	
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5. RECEPTION ROOM (CONT.)



5.5	Right Hand Wall		Various marks <b>Needs Maintenance - Landlord</b>	
5.6	Floors	Wooden flooring	Not clean damage seen <b>Needs Maintenance</b>	



5.7	Ceiling	Smooth painted white	Cobwebs requires cleaning	
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5. RECEPTION ROOM (CONT.)

5.8	Lights & Fixtures	Ceiling fitted downlights Metal plated light switch and sockets, Auto mist Main fuse box	Working	
5.9	Windows	Black metal frame windows sash type White painted windowsill	Dust to windowsill Heavy paint flaking with mold	



04 Aug 2021 15:23

Ref # 5.9



04 Aug 2021 15:24

Ref # 5.9



04 Aug 2021 15:24

Ref # 5.9



04 Aug 2021 15:24

Ref # 5.9



04 Aug 2021 15:24

Ref # 5.9

**5. RECEPTION ROOM (CONT.)**

5.10	Blinds	Black slatted blinds with plastic wand,	Tested and working no cleat fitted, Slats dusty	
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Ref # 5.10



Ref # 5.10

**6. KITCHEN**





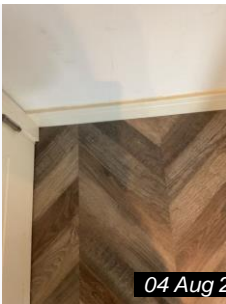


Ref #6



Ref #6

Ref	Name	Description	Condition	Additional Comments
6.1	Walls	White smooth painted walls		

6. KITCHEN (CONT.)				
6.2	Left Hand Wall		Marks behind sink and front door	
				
	Ref # 6.2	Ref # 6.2	Ref # 6.2	Ref # 6.2
6.3	Skirting Boards	White wooden	Dusty	
				
	Ref # 6.3			
6.4	Floors	Continuation of the wooden flooring	Light dust	

**6. KITCHEN (CONT.)**



Ref # 6.4

6.5	Ceiling	Smooth painted white		
6.6	Lights & Fixtures	Ceiling fitted downlights with under cabinet lights with USB leads; heating control	All lights are working	



Ref # 6.6

6.7	Cabinets	Light grey doors, integrated handles, top and bottom wall plinths and matching kick-plate. Grey wooden carcasses		
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**6. KITCHEN (CONT.)**



Ref # 6.7

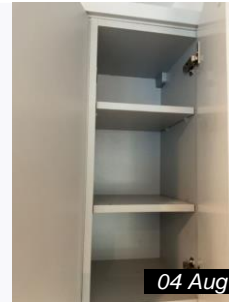
6.8	Wall Units	Wall units left to right: single unit, 2 shelves; slim single, 2 shelves; slim single, 2 shelves; slim single, 2 shelves; slim single, 2 shelves; single unit, 2 shelves; pull outdoor to extractor hood; single unit, 2 shelves.	All requires cleaning	
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Ref # 6.8



Ref # 6.8



Ref # 6.8



Ref # 6.8

6. KITCHEN (CONT.)



04 Aug 2021 15:34

Ref # 6.8



04 Aug 2021 15:34

Ref # 6.8

<p>6.9</p>	<p>Base Units</p>	<p>Floor units from left to right: single sink unit, plastic shelf fixtures to side, no shelf, main stopcock inside; door to dishwasher; 4 sets of drawers, top drawer has grey utensil tray. Single unit, 1 shelf. Drawer front underneath oven, door to fridge/freezer.</p>	<p>All require cleaning, under oven plinth broken</p>	
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04 Aug 2021 15:34

Ref # 6.9



04 Aug 2021 15:34

Ref # 6.9



04 Aug 2021 15:35

Ref # 6.9



04 Aug 2021 15:35

Ref # 6.9

6. KITCHEN (CONT.)



04 Aug 2021 15:35

Ref # 6.9

6.10	Counter-tops & Hardware	White Corian worktop with matching up stand, pan stands and chopping boards to be used	Marks and sticky areas chip to the edge above fridge	
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04 Aug 2021 15:35

Ref # 6.10



04 Aug 2021 15:35

Ref # 6.10



04 Aug 2021 15:36

Ref # 6.10 - Small chip to edge above fridge

6.11	Sink	Stainless steel single sink metal plug, with chrome monobloc tap	Requires cleaning	
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6. KITCHEN (CONT.)



04 Aug 2021 15:35

Ref # 6.11



04 Aug 2021 15:35

Ref # 6.11

6.12	Fridge/ Freezer	Integrated fridge with freezer inside, 1 full glass shelf, 2 half shelves with white edging; inset crisp drawer, ice cube tray, instructions, and egg shelf inside; 2 plastic door shelves	Not defrosted requires cleaning contents left in freezer	
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04 Aug 2021 15:35

Ref # 6.12



04 Aug 2021 15:36

Ref # 6.12



04 Aug 2021 15:36

Ref # 6.12

6.13	Dishwasher	Integrated dishwasher 2 pull out trays and utensil basket. Instructions inside	Requires cleaning	
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6. KITCHEN (CONT.)



04 Aug 2021 15:36

Ref # 6.13



04 Aug 2021 15:36

Ref # 6.13

6.14 Cooker hood

Grey metal with lights

Switch is missing plate came off could not test cooker hood



04 Aug 2021 15:39

Ref # 6.14



04 Aug 2021 15:39

Ref # 6.14

6.15 Hob

AEG Induction hob

Requires cleaning

6. KITCHEN (CONT.)



Ref # 6.15

6.16	Oven	AEG Single electric with 2 shelves and grill tray	Requires cleaning	
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Ref # 6.16



Ref # 6.16



Ref # 6.16

6.17	Washer / Dryer	Sharp washing machine model number ES 88147W0	Used condition to the soap compartment, marks to rubber door rim	
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**6. KITCHEN (CONT.)**



04 Aug 2021 15:40

Ref # 6.17



04 Aug 2021 15:40

Ref # 6.17

6.18	Boiler Cupboard	Matching double door cupboard	Clean	
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04 Aug 2021 15:40

Ref # 6.18

6.19	Interior	Elektra boiler; Underfloor heating	Not tested; Not tested	
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**6. KITCHEN (CONT.)**



04 Aug 2021 15:40

Ref # 6.19



04 Aug 2021 15:40

Ref # 6.19

**7. BEDROOM**



04 Aug 2021 15:24

Ref #7



04 Aug 2021 15:24

Ref #7

7. BEDROOM (CONT.)				
Ref	Name	Description	Condition	Additional Comments
7.1	Doors & Hardware	Double wooden doors with glass frosted panels, chrome lever handle. White painted door frame	Light chipping around the handle to exterior side Mark and chipped to the interior side by handles  Join gaps to frame top corners	
<div data-bbox="212 531 439 833" data-label="Image"> </div> <p data-bbox="91 837 203 866">Ref # 7.1</p>				
7.2	Skirting Boards	White wooden	Dust to top	

7. BEDROOM (CONT.)



04 Aug 2021 15:25

Ref # 7.2



04 Aug 2021 15:25

Ref # 7.2

7.3	Walls	White smooth painted with feature wall light grey		
7.4	Left hand wall		Light blemish mark	



04 Aug 2021 15:25

Ref # 7.4

7.5	Facing Wall		Various scuff marks	
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7. BEDROOM (CONT.)



Ref # 7.5



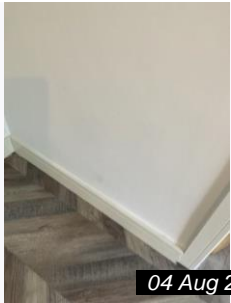
Ref # 7.5

7.6 Right Hand Wall

Good

7.7 Rear wall

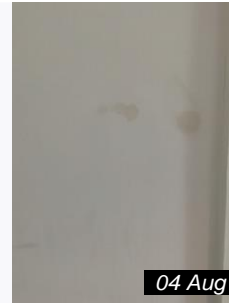
Heavy round marks



Ref # 7.7



Ref # 7.7



Ref # 7.7

7.8 Floors

Continuation of the wooden flooring

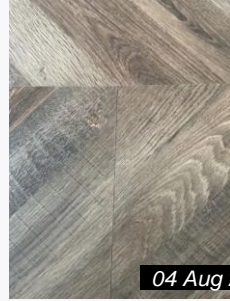
Debris seen, damage to center



7. BEDROOM (CONT.)

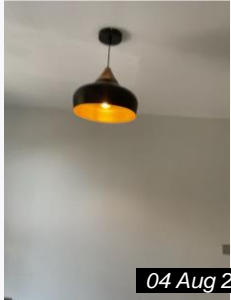


Ref # 7.8



Ref # 7.8 - Small round damage to center

7.9	Ceiling	White smooth painted	Cobwebs to corners	
7.10	Lights & Fixtures	Ceiling fitted black metal light, switches and sockets metal plated	Working	



Ref # 7.10

7.11	Windows	Black metal sash window with white painted wooden windowsill. Black slatted blinds with plastic wand	Cracks to the sides, Heavy mold and paint flaking	
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7. BEDROOM (CONT.)



04 Aug 2021 15:26

Ref # 7.11



04 Aug 2021 15:26

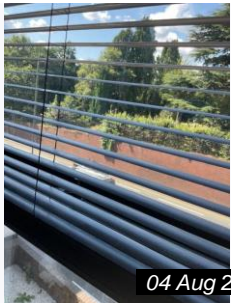
Ref # 7.11



04 Aug 2021 15:26

Ref # 7.11

7.12	Blinds	Black metal slatted cords no toggles plastic wand	Dusty, no cleat	
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04 Aug 2021 15:27

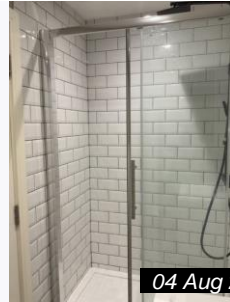
Ref # 7.12

**8. BATHROOM**



04 Aug 2021 15:27

Ref #8



04 Aug 2021 15:28

Ref #8

Ref	Name	Description	Condition	Additional Comments
8.1	Doors & Hardware	Grey panel with chrome lever handle; White door frame	2 small smudge marks to the exterior side of the door. Heavy scrape marks to frame to the top Finger marks to door edges	
8.2	Walls	Light grey smooth painted walls, white subway tiles with grey grouting, chrome edging	Scale to the tiles	



04 Aug 2021 15:28

Ref # 8.1

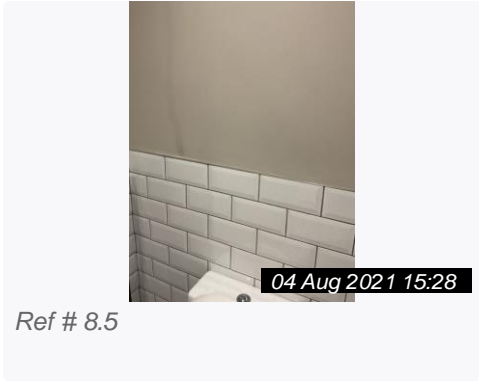


04 Aug 2021 15:28

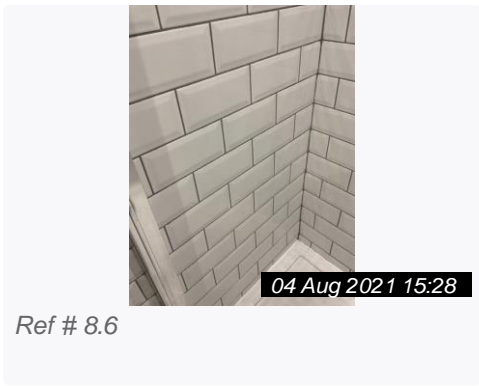
Ref # 8.1

8. BATHROOM (CONT.)				
8.3	Left Hand Wall		Scale to the tiles	
<div data-bbox="212 311 439 611" data-label="Image"> </div> <div data-bbox="89 614 210 649" data-label="Caption"> <p>Ref # 8.3</p> </div>				
8.4	Facing wall		Light scale to the tiles	
<div data-bbox="212 831 439 1133" data-label="Image"> </div> <div data-bbox="89 1136 210 1169" data-label="Caption"> <p>Ref # 8.4</p> </div> <div data-bbox="705 831 936 1133" data-label="Image"> </div> <div data-bbox="584 1136 705 1169" data-label="Caption"> <p>Ref # 8.4</p> </div>				
8.5	Right Hand Wall		Light marks to the paint	

**8. BATHROOM (CONT.)**



8.6	Rear wall		Scale to the tiles	
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8.7	Floors	White and grey ceramic tiles	Clean. Light dust	
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**8. BATHROOM (CONT.)**



04 Aug 2021 15:29

Ref # 8.7



04 Aug 2021 15:29

Ref # 8.7

8.8	Ceiling	Smooth painted white		
8.9	Lights & Fixtures	Ceiling down lights Chrome shaver point as fitted	All working. Defect to light switch plate	



04 Aug 2021 15:31

Ref # 8.9

8.10	Radiator	Dark grey radiator	Not tested	
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8. BATHROOM (CONT.)



04 Aug 2021 15:29

Ref # 8.10

8.11	Bath/Shower	Glass shower screen, white shower tray Black thermostat shower with small head and watering can type head	Heavy limescale to the shower bar, Limescale to glass, hair in shower tray requires cleaning	
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04 Aug 2021 15:29

Ref # 8.11



04 Aug 2021 15:29

Ref # 8.11



04 Aug 2021 15:29

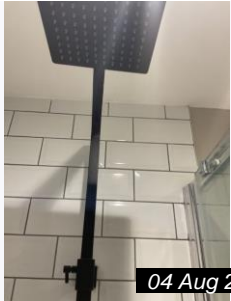
Ref # 8.11



04 Aug 2021 15:29

Ref # 8.11

**8. BATHROOM (CONT.)**



04 Aug 2021 15:29

Ref # 8.11



04 Aug 2021 15:29

Ref # 8.11

8.12	Basin	White ceramic hand basin, black mono-tap, black pop-up plug	Limescale to plug and edge of tap, Hair in waste dry scale to basin	
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04 Aug 2021 15:30

Ref # 8.12



04 Aug 2021 15:30

Ref # 8.12



04 Aug 2021 15:30

Ref # 8.12

8.13	Basin Cabinet	White gloss drawer with chrome handle	Requires cleaning	
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**8. BATHROOM (CONT.)**



04 Aug 2021 15:30

Ref # 8.13



04 Aug 2021 15:30

Ref # 8.13

8.14	Toilet	White WC with chrome dual flush, white plastic self-closing seat	Flush working, requires cleaning	
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04 Aug 2021 15:30

Ref # 8.14

8.15	Cabinet	Single mirror door with sensor light Interior 2 glass shelves	Working. Requires cleaning	
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**8. BATHROOM (CONT.)**



04 Aug 2021 15:30

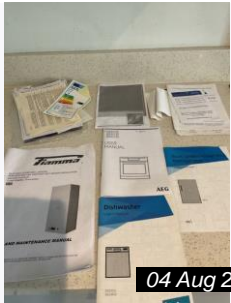
Ref # 8.15



04 Aug 2021 15:30

Ref # 8.15

**9. MANUALS**



04 Aug 2021 15:41

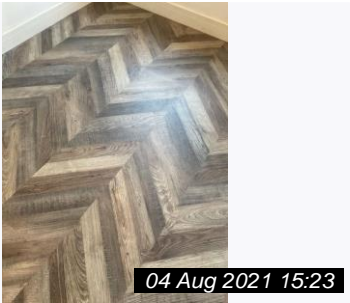
Ref #9

Ref	Name	Description	Additional Comments
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No items associated with this room.

Needs Maintenance		
Ref	Responsibility	Comments
<a href="#">5.5</a> Reception Room » Right Hand Wall	Landlord	Walls would benefit with a repaint
<a href="#">5.6</a> Reception Room » Floors	N/A	Not clean damage seen



Ref # 5.6



Ref # 5.6

## Declaration

The following is an informative guide for Landlords and Tenants on the compilation of any Inventory or report prepared by home checkers.

### #GENERAL DISCLAIMER

The inventory provides a fair and accurate record of the contents of the property and the property's internal condition. The person preparing the inventory is not an expert on fabrics, woods, material, antiques etc. Nor a qualified surveyor or valuer. Any materials referred to are based on a visual description: it is not confirmation of the actual material used.

The inventory should not be used as an accurate description of each piece of furniture and equipment, nor as a structural survey report. The movement of any items of heavy furniture or appliances will be not undertaken.

Property left in lofts, garages, sheds, cellars or in locked rooms, which have not been noted in the inventory are the sole responsibility of the landlord. Only a general description is given of any gardens or grounds with the property, not a detailed survey or contents report. Landlords should bring any omissions to the report to us attention within 7 days by emailing the details to [spidgeon.homecheckers1@sky.com](mailto:spidgeon.homecheckers1@sky.com).

### #SAFETY DISCLAIMER

The inventory relates only to the furniture, furnishings and all Landlords equipment and contents in the property. It is not a guarantee of, or assurance of safety of any such equipment or contents, merely a record that such items exist in the property as at the date of the inventory and the superficial condition of the same.

None of the electrical or gas appliances have been checked as to working order. Fire and safety regulations regarding Furnishings, Gas, Electrical and similar services are ultimately the responsibility of the Instructing Principal.

Internal lights have been checked for operation and any negative comments made in the report. None of the external lights, all power points or general household electrics have been checked as to working order. These items will not be individually noted in the report although any such items that appear to be superficially faulty will be noted.

### #FURNITURE AND FURNISHINGS (FIRE SAFETY) REGULATIONS 1988 as amended 1993

#### Furniture and Furnishings

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

Any relevant furniture and furnishings where no labels are identified,

and the landlord has not confirmed in writing that the items comply with the above regulations will be marked as fire label does not present on the inventory and it is the responsibility of the landlord or agent to ensure that those items are removed from the property prior to the commencement of any tenancy.

#### #Smoke Detectors

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

#### #TENANTS FREQUENTLY ASKED QUESTIONS

(Please use as general advice, they do not override or replace any part of your tenancy agreement)

#### #THE PROPERTY INTERIOR

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

A. You should only do so with written permission from the Landlord/Agent. This should include how many and what type are allowed i.e., screws, picture pins. Also, avoid the use of blue tack, it leaves a stain and can peel paint.

**\*\*Q. Am I allowed to redecorate any part of the property? \*\***

A. You should only do with written permission from the Landlord/Agent. This should confirm the colours, type of redecoration being allowed and whether a professional should carry it out.

**\*\*Q. Can I add anything to the property, which could be?**

considered an attachment and as such would be left behind by us at the end of the tenancy? \*\*

A. You should only do so with written permission from your Landlord/Agent. This should confirm what the items are and where they are to be located. This also applies to satellite or cable services installation.

**\*\*Q. What should I do if I break anything or any appliance or fitting with the property breaks down? \*\***

A. If the item you have broken can be replaced, please do so before the end of the tenancy at your cost. If any appliance or some type of functional property fitting breaks down, you should report it immediately to your Agent/Landlord. We suggest you record any such contact you make with dates, times and who you reported the fault to within a company, not just the company name.

**\*\*Q. What should I do if I spill something on the carpet that could stain? \*\***

A. After immediately clearing up the best you can, report this immediately to your Landlord/Agent and ask them for the details of a Professional carpet cleaner they recommend and call them out straight away. The quicker you act the less likely it is that the carpet will stain

which in turn could reduce the chance of an expensive compensation claim being made against you. A couple of other things to remember with carpets are always use a non-porous dish underneath plant pots on carpets and do not use them as an ironing board.

**\*\*Q. I do not have particularly green fingers what garden maintenance should I do? \*\***

A. You do not need green fingers to look after the basics of a garden which is usually your responsibility. You must keep the grass cut, border weed free and during the summer ensure you water the gardens to ensure plants/grass do not die. We would suggest you do not prune shrubs, trees and bushes as this can be a specialist task. We recommend you ask the Agent/Landlord to arrange such cutting and pruning as and when required, checking with them who would bear the cost depending on your tenancy agreement.

**#THE CHECK OUT INSPECTION AT THE END OF THE TENANCY**

**\*\*Q. What stage should I be at for the checkout inspection appointment? \*\***

**\*\***

A. You must be ready to leave the property at the date/time the checkout has been booked for. This means as we arrive you are ready to hand over the keys and vacate. You should not still be finishing off any packing or cleaning.

**\*\*Q. What should I do with any furnishings, fittings or other items included within the property? \*\***

A. Any furniture or fittings with the property must be returned to the respective rooms as shown on the original inventory for the final check out inspection, the same applies to kitchen utensils, crockery etc., if included they should be clean and located in the same cupboard drawer location listed.

**#IMPORTANT NOTE:** If the above instructions are not adhered to and our clerk must search for items or wait for you to finish cleaning/vacating we reserve the right for our Clerk to either consider the appointment abortive and charge for such an event or make additional time charges, equivalent to late fees.

**\*\*Q. What cleanliness standards are expected? Use of professional cleaning services? \*\***

A. Close attention will be paid to the cleanliness of the property, particularly kitchens, bathroom and those items individually listed in the general cleanliness summary. You should ensure that cleanliness at checkout is at least as to the same standard as confirmed at check in, otherwise professional cleaning standards will be levied against you. Cleanliness is expected to be a hotel standard. We strongly recommend having the property professionally cleaned by a company recommended by your agency, this particularly applies to carpets, curtains, soft furnishings. Even if we confirm an area/item is clean at checkout but not professionally cleaned and that area/item was professionally cleaned or in new condition at check in, the Landlord/Agent may still insist upon using the additional services of a

professional cleaning company with the charges levied against you. THE USE OF HIRED CARPET CLEANING MACHINES DOES NOT CONSTITUTE PROFESSIONAL CLEANING.

**\*\*Q. How am I expected to leave the gardens? \*\***

A. You should ensure the gardens at checkout are at least in the same state as confirmed at check in. Unless a gardener is included in your rent a tenant is obliged to maintain gardens keeping them neat and tidy, the grass cut, and borders weed free. Professional gardening charges will be levied against you if the state of the gardens is unsatisfactory and below the standard confirmed at check in.

**\*\*Q. What information do I need to provide at check out? \*\***

A. You should have to hand the following information for inspection at check out: -

\* Your forwarding address

\* Any written permissions you have allowing changes to the property during the tenancy.

\* Receipts for any professional cleaning or other works you have had done.

\* The names of your utility suppliers

\* A list of all the property keys with individual labels.