**Inventory House Important Information – Please Read**

For a full list of terms and conditions of this report please go to www.inventoryhouse.co.uk and look for our report terms and conditions at the bottom of the home page.

***Now I have received this report, what do I do next?***

Firstly read through the report carefully. If everything looks satisfactory, you do not need to contact Inventory House, just keep a copy of the report safe for future reference. If you would like to comment on any part of the content of this report you should do so taking the following in to consideration:

* At check-in, if you have any comments, you should submit them within 2 working days of receipt (do not leave it until the week you are due to move out – your comments will not be reviewed)
* At check-out, you should submit your comments immediately on receipt of this report.
* Any comments must be sent to Inventory House by e-mail stating the property address and then listing the room and item within that room your comment relates to. You should also provide supporting photo evidence including a date stamp on the photograph.

**DO NOT SEND a hard copy or even a scan copy of the report with your handwritten notes on. This makes administering your comments extremely difficult and time consuming to handle efficiently**.

* Once received in the correct way, your comments will always be reviewed and considered by Inventory House.

If your comments are reiterating the notes we have already taken, please do not send them again, for example if there are 15 scuff marks to a wall in the property and we have noted that the wall is ‘scuffed and marked’, or you would like to note there are 5 paint chips to a door frame and we have noted that the frame is ‘chipped’. Although your comments are well received, you should concentrate on the condition of items you feel we have misrepresented completely and not those where the outcome is the same but the language may be slightly different from that you would have used.

Please be confident that the Inventory House representative that inspected your property is one of the most highly trained inventory clerks available today. They have a number of years experience behind them and are well versed in what is normal (fair) wear and tear and what is not.

***What is fair wear and tear?***

Fair wear and tear is defined by the House of Lords as “reasonable use of the premises by the tenant and the ordinary operation of natural forces”, of course the word reasonable depends on the length of tenancy, type of property and who occupies it.

At check-out Inventory House will note what difference in condition they believe is fair wear and tear and what is not. You are in safe hands, the inventory clerk that inspected the property has a wealth of experience and training in what is and what isn’t.

***What do I need to do to prepare for check-out?***

More often than not many tenancy disputes can be avoided by simply knowing and being prepared for what is expected of a tenant at check-out. Visit www.inventoryhouse.co.uk and follow the ‘Tenant’ link on the home page for useful information on preparing for check-out.

**FRONT DOOR**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Condition at Check-In: 20.12.2024** |  | **Condition at Check-Out: Date** | **Responsibility**  **TT = Tenants responsibility,**  **LL = Landlords responsibility,**  **FWT = Fair wear and tear** |
| Exterior | Exterior door frame is in good condition and clean, some slight hairline cracking to the joins |  |  |  |
| Exterior door panel is clean, few scuff marks, edge chips in places, some scratches to the handle |  |  |  |
| Interior | Interior door frame is in good condition and clean, some hairline cracking to the top joins |  |  |  |
| Interior door panel is in good condition and clean, twist lock is in working order, some minor scuff marks and edge chips |  |  |  |

**Additional Notes:**

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**ENTRANCE HALLWAY**

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| **Condition at Check-In: 20.12.2024** |  | **Condition at Check-Out: Date** | **Responsibility**  **TT = Tenants responsibility,**  **LL = Landlords responsibility,**  **FWT = Fair wear and tear** |
| Ceiling is in good condition |  |  |  |
| Painted walls are showing some scuff marks, edge chips, patchy paint marks, finger marks, 1 plaster crack |  |  |  |
| Skirting is in good condition, few minor scuff marks and light edge chips, dusty |  |  |  |
| Flooring is in good condition, few heel indents and surface scratches, dusty |  |  |  |
| Ceiling lights are in working order |  |  |  |
| All electrical fixtures are in good condition and clean, untested |  |  |  |
| Smoke alarm is in working order |  |  |  |
| Video entryphone is in good condition and clean, untested |  |  |  |
| Doorbell receive is in working order |  |  |  |
| Thermostats are in good condition and clean, untested |  |  |  |
| Doorstops are in good condition and clean |  |  |  |

**Additional Notes:**

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**LEFT HAND SIDE CUPBOARD**

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| **Condition at Check-In: 20.12.2024** |  | **Condition at Check-Out: Date** | **Responsibility**  **TT = Tenants responsibility,**  **LL = Landlords responsibility,**  **FWT = Fair wear and tear** |
| Exterior door frame is in good condition and clean |  |  |  |
| Exterior door panel is in good condition and clean |  |  |  |
| Interior frame is in good condition and clean |  |  |  |
| Interior door panel is in good condition and clean |  |  |  |
| Ceiling is in good condition |  |  |  |
| Painted walls showing scuff marks and usage marks |  |  |  |
| Skirting is not fully inspected as tenants items are in the way |  |  |  |
| Flooring is not fully inspected as tenants items are in the way |  |  |  |
| Light is in working order |  |  |  |
| Electrical fixtures are untested |  |  |  |
| Shelves appear in good condition, not fully inspected as tenants items are in the way |  |  |  |

**Additional Notes:**

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**RIGHT HAND SIDE FITTED CUPBOARD**

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| **Condition at Check-In: 20.12.2024** |  | **Condition at Check-Out: Date** | **Responsibility**  **TT = Tenants responsibility,**  **LL = Landlords responsibility,**  **FWT = Fair wear and tear** |
| Exterior door frame is in good condition |  |  |  |
| Exterior door panel is in good condition |  |  |  |
| Interior door frame is in good condition |  |  |  |
| Interior door panel is in good condition |  |  |  |
| Ceiling is in good condition |  |  |  |
| Painted walls are in good condition, showing some scuff marks, couple of edge chips |  |  |  |
| Skirting is in good condition |  |  |  |
| Flooring is in good condition |  |  |  |
| Light is not in working order |  |  |  |
| All electrical fixtures are in good condition, untested |  |  |  |
| Vent box is in good condition, untested |  |  |  |
| Heat exchange unit is in good condition, untested |  |  |  |
| Fuse box is in good condition, untested |  |  |  |
| Washer dryer is in good condition, tested for power |  |  |  |

**Additional Notes:**

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**RECEPTION**

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| **Condition at Check-In: 20.12.2024** |  | **Condition at Check-Out: Date** | **Responsibility**  **TT = Tenants responsibility,**  **LL = Landlords responsibility,**  **FWT = Fair wear and tear** |
| Ceiling is in good condition |  |  |  |
| Painted walls showing scuff marks, edge chips, 1 small paint chip, 2 small plastic clips |  |  |  |
| Skirting is showing some scuff marks and edge chips |  |  |  |
| Flooring is in good condition, thread wear, scuff marks and surface scratches |  |  |  |
| Window is in good condition, in working order |  |  |  |
| Balcony door is in good condition, in working order |  |  |  |
| Ceiling lights are in working order |  |  |  |
| All electrical fixtures are in good condition, untested |  |  |  |
| Heat alarm is in working order |  |  |  |
| Air vent is in good condition, untested |  |  |  |
| Roller blinds are in good condition, in working order, showing some usage marks |  |  |  |
| Thermostat is in good condition, untested |  |  |  |
| Sofa is in good used condition, showing some usage marks |  |  |  |
| Dining table is in good condition, showing some surface scratches to the top |  |  |  |
| Dining chairs are in good used condition, showing some light discolouration stains to 1 chair |  |  |  |
| Armchair is in good used condition, showing some minor usage marks |  |  |  |
| TV unit is showing some chips to the legs and some scratches in places |  |  |  |
| Coffee table is in good condition, showing some surface scratches |  |  |  |

**Additional Notes:**

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**KITCHEN**

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| **Condition at Check-In: 20.12.2024** |  | **Condition at Check-Out: Date** | **Responsibility**  **TT = Tenants responsibility,**  **LL = Landlords responsibility,**  **FWT = Fair wear and tear** |
| Ceiling is in good condition |  |  |  |
| Painted walls are in good condition, showing some edge chips |  |  |  |
| Splashback is in good condition |  |  |  |
| Skirting is showing some hairline cracking and angle chips |  |  |  |
| Flooring is in good condition, showing some minor scuff marks, surface scratches and heel indents, couple of chips in places |  |  |  |
| Ceiling lights are in working order |  |  |  |
| All electrical fixtures are in good condition, untested |  |  |  |
| Air vent is in good condition, untested |  |  |  |
| Worktop is in good condition |  |  |  |
| Sink is in good condition, tap is in working order |  |  |  |
| Kitchen unit door fronts are in good condition, showing some usage marks |  |  |  |
| Extractor hood is in good condition, tested for power, lights are in working order |  |  |  |
| Hob is in good condition, tested for power, showing some surface scratches |  |  |  |
| Oven is in good condition, tested for power, light is in working order |  |  |  |
| Microwave is in good condition, tested for power, light is in working order |  |  |  |
| Fridge freezer appears in good condition, tested for power, light is in working order, difficult to inspect due to tenants items being in the fridge and freezer |  |  |  |
| Dishwasher appears in good condition, tested for power, difficult to fully inspect due to tenants items being in the dishwasher |  |  |  |

**Additional Notes:**

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**BATHROOM**

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| **Condition at Check-In: 20.12.2024** |  | **Condition at Check-Out: Date** | **Responsibility**  **TT = Tenants responsibility,**  **LL = Landlords responsibility,**  **FWT = Fair wear and tear** |
| Exterior door frame is in good condition |  |  |  |
| Exterior door panel is in good condition |  |  |  |
| Interior door frame is in good condition |  |  |  |
| Interior door panel is in good condition, twist lock is in working order |  |  |  |
| Ceiling is in good condition |  |  |  |
| Tiled walls are in good condition |  |  |  |
| Flooring has 1 cracked tile left hand side on entrance, discolouration to the grouting and some blemish marks |  |  |  |
| Ceiling lights are in working order |  |  |  |
| Air vent is in good condition, untested |  |  |  |
| Heated towel rail is in good condition, untested |  |  |  |
| Toilet roll holder is in good condition |  |  |  |
| Vanity unit is good condition, strip lights are in working order |  |  |  |
| Basin is in good condition, tap and plug are in working order |  |  |  |
| WC is in good condition, flush is in working order |  |  |  |
| Bath tub, bath panel, static showerhead, extendable showerhead, shower flex, riser bar, shower/ bath controls, plug flow and plug, shower screen and frame are in good condition, tested for power |  |  |  |

**Additional Notes:**

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**RIGHT HAND SIDE BEDROOM**

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| **Condition at Check-In: 20.12.2024** |  | **Condition at Check-Out: Date** | **Responsibility**  **TT = Tenants responsibility,**  **LL = Landlords responsibility,**  **FWT = Fair wear and tear** |
| Exterior door frame is in good condition, showing some minor scuff marks and edge chips |  |  |  |
| Exterior door panel is in good condition |  |  |  |
| Interior door frame is in good condition, showing some scuff marks to the top edge |  |  |  |
| Interior door panel is in good condition, showing some minor scuff marks |  |  |  |
| Ceiling is in good condition |  |  |  |
| Painted walls showing some scuff marks, 1 plaster crack, some edge chips |  |  |  |
| Skirting is showing some minor scuff marks and edge chips in places |  |  |  |
| Flooring appears in good condition, difficult to fully inspect due to tenants items |  |  |  |
| Window is in good condition, in working order |  |  |  |
| Lighting is in working order |  |  |  |
| Electrical fixtures are in good condition, untested |  |  |  |
| Smoke alarm is in working order, White-Tac over the light |  |  |  |
| Air vent is in good condition, untested |  |  |  |
| Fitted wardrobe appears in good condition, difficult to inspect due to tenants items to the interior |  |  |  |
| Roller blind is in working order, 1 drip mark and some scuff marks |  |  |  |
| Doorstop is in good condition |  |  |  |
| Bed frame with headboard appears in good condition, difficult to fully inspect due to being made and tenants items on bed |  |  |  |
| Mattress is uninspected due to tenants items being on the bed |  |  |  |
| Bedside units appear in good condition, not fully inspected due to tenants items being in the way |  |  |  |

**Additional Notes:**

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**LEFT HAND SIDE BEDROOM**

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| **Condition at Check-In: 20.12.2024** |  | **Condition at Check-Out: Date** | **Responsibility**  **TT = Tenants responsibility,**  **LL = Landlords responsibility,**  **FWT = Fair wear and tear** |
| Exterior door frame is in good condition, some hairline cracking to the joins high level, some scuff marks and minor edge chips |  |  |  |
| Exterior door panel is in good condition, some minor scuff marks |  |  |  |
| Interior door frame is in good condition, some hairline cracks to the joins |  |  |  |
| Interior door panel is in good condition |  |  |  |
| Ceiling is in good condition |  |  |  |
| Painted walls are showing scuff marks, plaster/ paint cracking, slightly heavier right hand side on entrance, edge chips in places |  |  |  |
| Skirting is showing some scuff marks, scratches and some edge chips |  |  |  |
| Flooring is showing thread wear, furniture marks, spot marks and slight darkening patches |  |  |  |
| Window is in good condition, in working order |  |  |  |
| Ceiling lights are in working order |  |  |  |
| All electrical fixtures are in good condition, untested |  |  |  |
| Smoke alarm is in working order |  |  |  |
| Air vent is in good condition, untested |  |  |  |
| Fitted wardrobe appears in good condition, 1 chip to middle of 1 door, uninspected to interior due to tenants items |  |  |  |
| Roller blind is in working order, showing a couple of stains |  |  |  |
| Thermostat is in good condition, untested |  |  |  |
| Doorstop is in good condition |  |  |  |
| Bed frame with headboard appears in good condition, isn’t fully inspected due to tenants items |  |  |  |
| Mattress is uninspected due to bedroom being lifting at time of check out |  |  |  |
| Side table appears in good condition, difficult to fully inspect due to tenants items |  |  |  |

**Additional Notes:**

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**EN-SUITE**

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| **Condition at Check-In: 20.12.2024** |  | **Condition at Check-Out: Date** | **Responsibility**  **TT = Tenants responsibility,**  **LL = Landlords responsibility,**  **FWT = Fair wear and tear** |
| Exterior door frame is in good condition |  |  |  |
| Exterior door panel is in good condition |  |  |  |
| Interior door frame is in good condition |  |  |  |
| Interior door panel is in good condition, twist lock is in working order, 2 hooks attached to the panel |  |  |  |
| Ceiling is showing some paint flaking and cracking above the shower cubicle |  |  |  |
| Tiled walls are in good condition, showing some discolouration to the grouting |  |  |  |
| Flooring is in good condition, showing discolouration to the grouting |  |  |  |
| Ceiling lights are in working order |  |  |  |
| Heated towel rail is in good condition, untested |  |  |  |
| Basin is in good condition, tap and plug are in working order |  |  |  |
| WC is in good condition, flush is in working order |  |  |  |
| Shower cubicle, static showerhead, extendable showerhead, shower flex, riser bar, shower controls, tray and drain, shower screen and frame are in good condition, tested for power |  |  |  |
| Wall fitted shower tidies are in used condition |  |  |  |

**Additional Notes:**

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| Smoke / Heat / Carbon Monoxide Alarm Information: | | | | | |
| Number of floors in property: | Smoke alarms present on each floor? YES ☐-NO**☐** | | | | |
| If no, which floor/s are they not present? | | | | | |
| Any solid fuel burning and/or combustion appliances? YES☐- NO☑ | Gas boiler  **☐** | Coal  **☐** | | Wood  **☐** | Location:  Not applicable |
| Heat Detector location: | Sound Tested?  YES / NO | | In working order?  YES /NO | | If not in working order, please add a note. |
|  | **☐ ☐** | | **☐ ☐** | |  |
|  | **☐ ☐** | | **☐ ☐** | |  |
|  | **☐ ☐** | | **☐ ☐** | |  |
| Smoke Detector location: |  | |  | |  |
|  | **☐ ☐** | | **☐ ☐** | |  |
|  | **☐ ☐** | | **☐ ☐** | |  |
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|  | **☐ ☐** | | **☐ ☐** | |  |
| Carbon Monoxide Detector location: |  | |  | |  |
| Not applicable | **☐ ☐** | | **☐ ☐** | |  |
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| Property Address: 22 Brogan House, SW8 | | | | | | | | | | |
| SCHEDULE OF CONDITION – SUMMARY ONLY Note: The following is meant as a summary only. For a full and detailed, item specific description of the property’s contents and condition, please read the main section of this report | | | | | | | | | | |
| General Cleanliness: | **Pro-Clean**  **☐** | **Clean**  **☐** | **Requires Further Clean**  **☐** | | **Requires Clean**  **☐** | | **Responsibility: Tenant Responsibility ☐Fair Wear & Tear☐**  **Part Tenant Responsibility ☐Landlord Responsibility ☐** | | | |
|  | | | | | | | | | | |
| Decoration | **In Good Decorative Condition**  **☐** | | **Minor Scuffs & Marks**  **☐** | | **Stains & Heavy Marks**  **☐** | | **Responsibility: Tenant Responsibility ☐Fair Wear & Tear☐**  **Part Tenant Responsibility ☐Landlord Responsibility ☐** | | | |
|  | | | | | | | | | | |
| Kitchen | **Clean**  **YES / NO** | **Notes** | | | **Carpets, Floors & Woodworks** | | **Clean**  **YES / NO** | | | **Notes** |
| Sink | **☐ ☐** |  | | | Carpets | | **☐ ☐** | | |  |
| Worktops | **☐ ☐** |  | | | Hard Floors | | **☐ ☐** | | |  |
| Units | **☐ ☐** |  | | | **Curtains/Upholstery** | | **YES / NO** | | |  |
| Washing Machine | **☐ ☐** |  | | | Mattresses | | **☐ ☐** | | |  |
| Dryer | **☐ ☐** |  | | | Sofas | | **☐ ☐** | | |  |
| Dishwasher | **☐ ☐** |  | | | Armchairs | | **☐ ☐** | | |  |
| Extractor Hood | **☐ ☐** |  | | | Curtains | | **☐ ☐** | | |  |
| Hob | **☐ ☐** |  | | | Blinds | | **☐ ☐** | | |  |
| Ovens | **☐ ☐** |  | | | **Windows - Interior** | | **YES / NO** | | |  |
| Fridge/Freezer | **☐ ☐** |  | | | Frames | | **☐ ☐** | | |  |
| Bathrooms | **YES / NO** |  | | | Glazing | | **☐ ☐** | | |  |
| WCs | **☐ ☐** |  | | | **Fixtures & Furniture** | | **YES / NO** | | |  |
| Wash Hand Basins | **☐ ☐** |  | | | Kitchen Furniture | | **☐ ☐** | | |  |
| Baths | **☐ ☐** |  | | | Bedroom(s) Furniture | | **☐ ☐** | | |  |
| Shower Enclosures | **☐ ☐** |  | | | Reception Furniture | | **☐ ☐** | | |  |
| Vanity Units | **☐ ☐** |  | | | Miscellaneous Furniture | | **☐ ☐** | | |  |
|  | | | | | | | | | | |
| Lighting: All in Working Order ☐Number of Lights Not in Working Order: #Tenant Responsibility ☐Fair Wear & Tear☐ | | | | | | | | | | |
| Exteriors | **YES / NO** | **Tidy YES / NO** | | | **Tidy YES / NO** | | | | | |
| Balcony | **☐ ☐** | Hard Surfaces | | **☐ ☐** | Lawn & Boundaries | **☐ ☐** | | **Notes:** | | |
| Extra Information: | | | | | | | | | | |
|  | | | | | | | | | | |
| Keys at Check In | | | | **Keys at Check Out** | | | | | **Keys Missing** | |