**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**

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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 clean and in good decorative order, some very minor scuffing right hand side next to latch, doorbell push is in working order |  |  |  |
| Door mat in good used condition |  |  |  |
| Exterior of the door is clean and in good condition, all door fixings are in good condition, 1 or 2 very minor scratches mid to low level |  |  |  |
| Interior | Door frame is clean and in good condition |  |  |  |
| Interior of the door is clean, 1 defunct security chain and receive fitted, otherwise all door fixings are in good condition |  |  |  |

**Additional Notes:**

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**ENTRANCE HALL**

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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 showing slight grey smudge marks over to the left hand side above cupboard, otherwise in good condition |  |  |  |
| Painted walls in good decorative condition |  |  |  |
| Skirting is clean |  |  |  |
| Flooring is clean and in good condition |  |  |  |
| All ceiling spotlight bulbs in working order |  |  |  |
| Smoke alarm in working order |  |  |  |
| Storage heater is clean and tested for power |  |  |  |
| All switch and socket plates are in good decorative order, otherwise untested |  |  |  |

**Additional Notes:**

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**FUSE BOX & COAT 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** |
| Outside of door and frame clean and in good condition |  |  |  |
| Interior of door and frame clean, door is showing some minor scuff marks mid to low level, chipping to base, door frame 1 or 2 minor angle chips |  |  |  |
| Ceiling in good decorative condition |  |  |  |
| Painted walls showing mid to low level scuffs and marks, 4 coat hooks fitted to the walls |  |  |  |
| Skirting is clean |  |  |  |
| Flooring is clean |  |  |  |
| Spotlight bulb in working order |  |  |  |
| Fuse box in good decorative order, untested |  |  |  |
| Clothes rail is clean, in good condition |  |  |  |
| Switch plates in good decorative order, untested |  |  |  |
| Shelving is clean, but scuff marked from use |  |  |  |

**Additional Notes:**

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**CUPBOARD HOUSING HOT WATER TANK**

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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** |
| Outside of door and frame are clean, minor scuff marks to the door low level |  |  |  |
| Interior of the door and frame are clean, some minor scuffs and scratches to the door panel |  |  |  |
| Ceiling is scuff marked |  |  |  |
| Walls are scuffed and marked, showing old fitting removal marks to the right hand side |  |  |  |
| Skirting is scuffed and marked |  |  |  |
| Laminate flooring is incomplete and dusty to the edges |  |  |  |
| Strip light bulb in working order |  |  |  |
| Shelving is clean and tidy, in good condition |  |  |  |
| Water tank in good decorative order, is tested for power only |  |  |  |
| Timer switch plate is tested for power |  |  |  |
| Food recycle bin is clean and empty |  |  |  |

**Additional Notes:**

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**GUEST 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** |
| Outside of door and frame are clean, 1 or 2 minor scuff and scratches |  |  |  |
| Interior of the door and frame clean and in good condition |  |  |  |
| Ceiling in good decorative condition |  |  |  |
| Painted walls showing 1 picture hook, 1 screw, 1 picture frame mark |  |  |  |
| Splashback tiling is clean, some rubber ornaments fitted to the tiles above the bath |  |  |  |
| Skirting clean |  |  |  |
| Flooring is clean |  |  |  |
| All ceiling light bulbs in working order |  |  |  |
| Extractor fan clean and tested for power |  |  |  |
| Heated towel rail is clean, is untested, minor print marks to 1 rung |  |  |  |
| Wall mirror clean and in good condition, minor silvering to the base edge above the basin |  |  |  |
| WC is clean, flush in working order |  |  |  |
| Wash basin is clean, some tarnishing to the plug |  |  |  |
| Bath and shower fittings are clean, some ground in limescale around the waste and is showing a white plastic showerhead |  |  |  |
| Bathroom cabinet is clean and in good condition |  |  |  |
| Wicker shelving is clean and in good condition |  |  |  |
| Pedal bin clean and in good condition |  |  |  |
| Toilet brush set in good used condition |  |  |  |
| Toilet roll stand in good condition |  |  |  |

**Additional Notes:**

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**BEDROOM 1 (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** |
| Outside of door and frame are clean, in good condition |  |  |  |
| Interior of the door and frame clean and in good condition, a couple of very minor angle scuffs to the right hand side of the frame |  |  |  |
| Ceiling is in good decorative order |  |  |  |
| Wallpapered walls in good decorative condition |  |  |  |
| Skirting is clean, but showing TV aerial cable protruding through the corner of the skirting left hand side of window |  |  |  |
| Carpet has been cleaned, is still slightly damp as at check in, is showing some ground in furniture marks and shading, thread wear |  |  |  |
| Window frame and glazing are clean, but showing condensation to the glass, some mould remnants to the window recess |  |  |  |
| Window shutters are clean and in good condition |  |  |  |
| Ceiling spotlight bulb in working order |  |  |  |
| Wall lights are in working order |  |  |  |
| Electric heater is showing some scuffs and a sticker mark, otherwise untested |  |  |  |
| Built in wardrobe door fronts are clean, interior décor is scuff marked from use, some wire hangers left to the interior, interior drawers and shelves are clean and in good condition |  |  |  |
| Safe as seen, is untested, 2 safe keys have been provided |  |  |  |
| All socket and switch plates are in good decorative order, otherwise untested |  |  |  |
| Built in shelving and storage unit clean and in good condition |  |  |  |
| Wall mirror clean and in good condition |  |  |  |
| Wall mounted headboard is clean and in good condition |  |  |  |
| Double bed divan is showing minor black marks to 1 drawer front, interior of the drawers are clean |  |  |  |
| Double bed mattress is clean, fire label seen, is in good condition |  |  |  |
| Fitted sheet is clean and in good condition |  |  |  |
| Bedside tables clean and in good condition |  |  |  |
| Bedside lamps are in working order, some minor scratches to the shades |  |  |  |

**Additional Notes:**

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**EN-SUITE 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** |
| Outside of door and frame in good decorative order, couple of minor angle chips to the frame right hand side, hinge grease marks to the frame left hand side |  |  |  |
| Interior of the door and frame are clean, 1 full length mirror fitted to the inside of the door |  |  |  |
| Ceiling is in good decorative condition |  |  |  |
| Painted walls showing 1 chrome hook, in good decorative condition |  |  |  |
| Splashback tiling is clean, but the grouting to the shower cubicle is discoloured |  |  |  |
| Skirting clean, in good condition |  |  |  |
| Flooring is clean and in good condition |  |  |  |
| All ceiling light bulbs in working order |  |  |  |
| Extractor fan is clean and tested for power |  |  |  |
| Bathroom cabinet is clean inside and out, in good condition |  |  |  |
| Shaver socket is untested |  |  |  |
| Large wall mirror clean, but is showing silvering to the top and bottom edges |  |  |  |
| Wash basin is clean, tarnishing to the plunge plug |  |  |  |
| WC is clean, flush is in working order |  |  |  |
| Shower cubicle and shower fittings have been cleaned, are untested, some very minor water smear marks to the glass doors |  |  |  |
| Inset glass shelf is clean, some scratches to the base shelf tile |  |  |  |
| Toilet roll stand in good condition |  |  |  |
| Set of scales are untested |  |  |  |
| Heated towel rail is clean, otherwise untested |  |  |  |
| Inset wooden shelf showing some minor scuff marks, otherwise in good condition |  |  |  |

**Additional Notes:**

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**BEDROOM 2**

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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** |
| Outside of door and frame are clean, in good condition, minor scuffing to the base edge of the door |  |  |  |
| Interior of the door and frame are clean and in good condition |  |  |  |
| Ceiling is in good decorative condition |  |  |  |
| Painted walls in good decorative condition |  |  |  |
| Skirting is clean, in good condition |  |  |  |
| Carpet has been cleaned, is slightly damp at check in, some ground in shading and thread wear remains, 1 ground in spot mark forward of entrance |  |  |  |
| Window frame and glazing are clean to the interior, showing smear marks to the glass |  |  |  |
| Window shutters are clean and in good condition |  |  |  |
| Both wall lights are in good working order |  |  |  |
| Doorstop in good condition |  |  |  |
| Built in wardrobe clean inside and out, several wire hangers have been left to the inside of the wardrobe |  |  |  |
| All socket and switch plates in good decorative order, otherwise untested |  |  |  |
| Electric heater is showing a sticker mark to the top, is clean, untested |  |  |  |
| Double bed frame clean and in good condition |  |  |  |
| Double bed mattress is clean and in good condition, a very minor light spot mark to the top side, fire label seen |  |  |  |
| Fitted mattress sheet is clean and in good condition |  |  |  |
| Bedside table is showing some minor paint chips on angles, some minor surface wear to the top, otherwise is clean and in good condition |  |  |  |

**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** |
| Outside of door and frame are clean, some very minor chips to the base edge |  |  |  |
| Interior of the door and frame are clean and in good condition |  |  |  |
| Ceiling is in good decorative condition |  |  |  |
| Painted walls in good decorative order, some minor painted over defects |  |  |  |
| Wallpapered walls in good decorative order, some very minor shading above 1 storage heater, 2 screws to the wallpaper wall to the dining area |  |  |  |
| Skirting clean and in good condition |  |  |  |
| Flooring is clean, showing some, what looks like varnish spot marks forward of entrance |  |  |  |
| Balcony door frame and glazing clean, window shutters catch the threshold on opening, door can be sticky to lock during hot temperatures |  |  |  |
| Window shutters are clean and in good condition |  |  |  |
| All wall light bulbs in working order |  |  |  |
| Ceiling spotlights bulbs in working order |  |  |  |
| Ceiling pendant light fitting bulb in working order |  |  |  |
| Reading light bulb in working order |  |  |  |
| Neon strip light in working order |  |  |  |
| Wall mounted shelves are clean, in good condition |  |  |  |
| All storage heaters are in good decorative order, tested for power only |  |  |  |
| Bookshelf is clean and in good condition |  |  |  |
| Built in storage unit to dining area clean inside and out and in good decorative condition |  |  |  |
| Marble top console table is clean and in good condition, top surface is loose to the frame |  |  |  |
| Leather 3-seat sofa is clean and in good condition |  |  |  |
| Suede 3-seat sofa is clean and in good condition |  |  |  |
| All scatter cushions clean and in good condition |  |  |  |
| Floor lamp bulb is in working order |  |  |  |
| Intercom is tested for power, instructions provided, the screen is clean |  |  |  |
| Dining table clean and in good condition |  |  |  |
| All dining chairs are clean and in good condition, all seat pads are clean and in good condition |  |  |  |
| Wooden chest of drawers is clean, showing some usage marks to the interiors of the drawers, the centre top drawer is showing a chip to the top edge |  |  |  |
| Wooden tallboy clean and in good condition |  |  |  |
| 2 canvas prints are clean and in good condition |  |  |  |
| Trolley table clean and in good condition |  |  |  |
| All breakfast bar stools are clean and in good condition, some chipping to the edges of the backrests |  |  |  |
| Small circular side table is showing a chip to the top, is otherwise clean |  |  |  |

**Additional Notes:**

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**KITCHEN AREA**

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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 decorative order |  |  |  |
| Painted walls in good decorative order |  |  |  |
| Splashback panel is clean |  |  |  |
| Skirting is clean |  |  |  |
| 8 floor tiles are chipped and cracked, otherwise the flooring is clean |  |  |  |
| All ceiling spotlight bulbs in working order |  |  |  |
| 1 under unit spotlight bulb is not in working order |  |  |  |
| Kitchen units are clean and in good decorative condition, some very minor chipping to the front edge of the interior shelf below sink, kitchen unit door housing the dishwasher the laminate top edge is chipped and broken |  |  |  |
| Kitchen worktops are clean and in good condition |  |  |  |
| Sink and drainer clear, some minor watermarks, in good condition, both plugs are present |  |  |  |
| Extractor hood glass and casing clean and smear marked, the filter plate is greasy to touch, all 4 spotlight bulbs in working order, fan is tested for power |  |  |  |
| Hob top has been cleaned, is tested for power, showing tarnishing and scratches to the glass |  |  |  |
| Oven has been cleaned, is tested for power, oven light is in working order, some very minor grease splashing to the ceiling |  |  |  |
| Washing machine soap tray and door seal are clean, item is tested for power |  |  |  |
| Dishwasher is clean and tested for power |  |  |  |
| Fridge freezer clean, defrosted and tested for power, the fridge light is in working order, cracking to the top edge of the salad crisper drawer front |  |  |  |
| Flip top bin is clean |  |  |  |
| Interior carousel shelves are clean |  |  |  |
| Wall clock in good working order |  |  |  |
| Under floor heating thermostat is untested |  |  |  |

**Additional Notes:**

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**BALCONY**

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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** |
| Wood flooring is weathered, dusty, showing some dust and debris and moss staining |  |  |  |
| Glass balustrade is showing rain watermarks and dust to the exterior |  |  |  |
| Wooden handrail showing some minor weathering, is in good condition |  |  |  |
| Table and chairs are clean and in good condition |  |  |  |
| 1 mouse trap seen |  |  |  |

**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: 24 Stanton House SE16 | | | | | | | | | | |
| 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** | |