INVENTORY AND CHECK IN PREPARED FOR

#### FLAT 9 WEST

355 KINGS ROAD

LONDON

SW3 5ES

28TH AUGUST 2020



|  |  |
| --- | --- |
| **CLIENT:** | London Central Portfolio |
| **INSTRUCTED BY:** | Olivia Highwood |
| **JOB NO:** | 3389 |
| **REF:** | MBPS-002 |
| **INSPECTED BY:** | Gary Krienkie |
| **PROPERTY SIZE:** | 1 Reception/ 1 Bedroom/ 1 Bathroom - Furnished Flat |

'WINDY RIDGE' [99 COWLEY HILL, BOREHAMWOOD, HERTS, WD6 5NA](https://maps.google.com/?q=99+COWLEY+HILL,+BOREHAMWOOD,+HERTS,+WD6+5NA&entry=gmail&source=g),    TEL: 020 8 386 0950 - MOBILE: 077 67 647 647  
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Safety Disclaimer

This inventory report is prepared as an ‘as seen snapshot’ of the property and its contents at the time of the designated inspection and is compiled as a fair and accurate record for the properties internal condition and contents. This does not form any part of a valuation or structural report.

This inventory is compiled on the basis that all items listed are in good order and clean. Any defects or soiling are noted where appropriate. Where inspections are carried out and the tenants’ belongings are in situ, it can be difficult for clerks to differentiate to that belonging to the landlord or tenant. Should the report contain inaccuracies the clerk (Independent Inventories (UK) Ltd) will not be held responsible.

The clerk preparing the inventory is not an expert in electrical appliances, antiques, furniture style, fabrics, flooring, etc. All descriptions within this report are for identification purposes only in order that each item can be compared to its condition at the commencement of the tenancy.

Lofts and Cellars are not included unless they are converted and safely accessible. Contents will therefore not be noted or checked at Checkin or checkout.

Plants and shrubs will not be itemised.

Belongings left by the landlord/agent in a locked room or outbuilding will not be inventoried and are the sole responsibility of the Landlord/agent. Items in garages/sheds such as garden equipment and tools will be inventoried, however tins of paint will not be itemised.

We do not undertake to move heavy items of furniture or access lofts, high-level cupboards, or any other inaccessible places. Contents which have been left in the above-mentioned areas, which have not been inventoried, are the sole responsibility on the landlord. We also do not undertake to open windows, but will confirm whether keys have been seen or not.

Any electrical appliances tested will be for power only and only where practicable. The clerks are not qualified electricians and will only confirm the visual condition of the electrical socket, wiring and or fitting as seen. Boilers, Heating Systems, Gas Fires, Water Supply and Radiators are not tested, and Independent Inventories (UK) Ltd will not take any responsibility for units left either on or off even if on automatic timers. Where smoke alarms and CO Detectors are tested this is for power only and should not be taken to mean that the alarms are in full working order. We only state their presence and cannot state the functioning of this equipment. No responsibility is taken for any damage or malfunction occurring during the testing of such alarms.

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 inaccessible to read.For Health and Safety reasons we do not expect our clerks to access high level areas which involve using ladders/chairs.

The Fire & safety Regulations regarding furnishings, gas, electrical & similar services are ultimately the responsibility of the instructing principle. 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 to the regulations as published by the Department of Trade & Industry, January 1997, (or subsequent edition), attached at the time the inventory was complied.

Blinds in the premises are visually checked. We are unable to verify that the blinds comply with child safety requirements of BS EN 131202009 + A1:2014 placed on the manufacturer, supplier and professional installation of internal window blinds

It is the responsibility of the landlord/managing agent/tenant to agree between themselves the accuracy of the report, and Independent Inventories (UK) Ltd should be notified within 7 days of receipt of the report of any discrepancies within the report.

GENERAL GUIDANCE NOTES

Independent Inventories do not have site of tenancy agreements or other agreements made between the tenant, landlord and management company. As these are guidance notes only it is always advisable that the tenancy agreement is cross referenced. This report will indicate whether in our opinion the tenant is liable for the deterioration or whether it is considered fair wear & tear. Independent Inventories may suggest maintenance, cleaning or tenant’s liability at checkout, but the final responsibility of these suggestions will fall with the landlord or managing agent in respect of the original tenancy agreement. We do not suggest costs of any items, these should be sourced from the relevant contractors by the landlord or managing agent.

CLEANING

We recommend that a professional cleaning company is employed at the end of the tenancy, unless alternative arrangements have been agreed with the Landlord/Managing Agent. Receipts from professional cleaning and carpet cleaning companies must be present to the clerk at the checkout inspection.

If the standard of cleaning is not satisfactory most Landlords/Managing Agents will contract a cleaner and their charges will be charged to the tenant unless otherwise stated in the tenancy agreement.

DECORATION

It is accepted that during the course of the day to day living scuffs will appear on walls and woodwork. However, should the marks be found to be excessive charges will be made to you the tenant, unless otherwise stated in the tenancy agreement?

LIGHTING

If the lights are working at check-in then it is normal, if lights are not working at checkout, for these to be the responsibility of the tenant to replace bulbs or to be charged accordingly, unless otherwise stated in the tenancy agreement.

GARDENS/PATIO

If the standard of the garden/patio is found to be untidy compared to the start of the tenancy the Landlord/Managing Agent are entitled to employ a contract gardener and the charge will be made to you the tenant, unless otherwise stated in the tenancy agreement.

MAINTENANCE ISSUES

We recommended should any maintenance issues arise you contact the Landlord/Managing Agent immediately so they can deal with the matter. Should we recommend items require maintenance once a property has been checked out, this is purely stating that an item will require fixing/attention, we are not advising as to whose responsibility this and your tenancy agreement will need to be checked.

CHANGES TO PROPERTY

We recommend that if you wish to make any changes to the décor or remove any of the Landlords belongings you contact the Landlord/Managing Agent for permission and have this confirmed in writing to ensure there are no discrepancies at the end of the tenancy.

TENANTS INFORMATION FOR CHECKING OUT OF PROPERTY

It is important at the checkout that:

1. All cleaning should be completed prior to the checkout appointment as per the tenancy agreement.
2. All personal items must be removed prior to the check out.
3. All items should be in the same location as per the inventory, any stored items should be unpacked and also returned to the same location.
4. If the Inventory clerk has to search for items or you still have belongings in the property to be removed this will result in additional charges being made to the tenant.
5. All beds should be left unmade with the linen folded. Bedding & towels should be cleaned & ironed where relevant.
6. All food items should be removed, freezers defrosted & doors left open & electricity turned off.
7. All light bulbs etc. should all be in working order as at check in.

The property should be left in a clean and tidy condition especially carpets, curtains, windows, upholstery appliances etc. We would suggest that you refer to your tenancy agreement in this matter.

If you are not ready to leave it may not be possible to carry out the checkout. In this case a return visit will be necessary resulting in a cancellation charge.

All keys to the property must be handed over at the time of checking out to the Inventory clerk or alternatively to the agents prior to the check out taking place.

The Inventory Clerk acts as an independent and reasonable body and will avoid unnecessary criticism or derogatory comments when compiling or checking the Inventory.

At the termination of the tenancy the inventory will be checked and any obvious or significant discrepancies will be reported to the Managing Agent/Instructing Principal. This report will indicate whether in our opinion the tenant is liable for the deterioration or whether it is considered fair wear & tear. Normal fair wear and tear will be assessed on the lengthy of the tenancy and type occupancy.

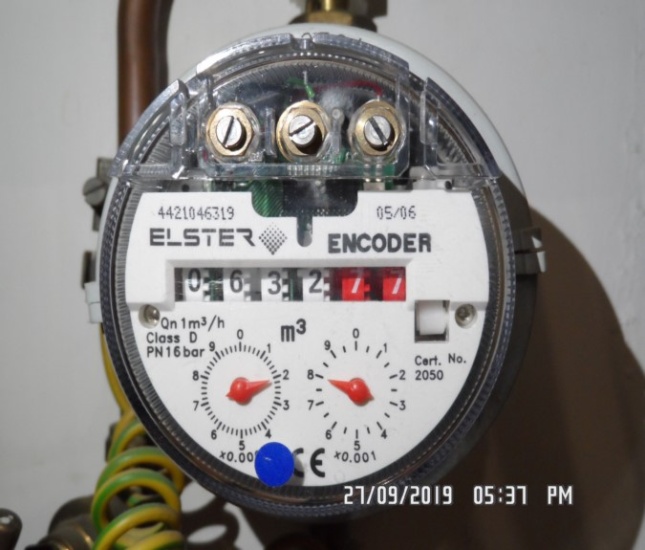
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**UTILITY READINGS / KEY LIST & INSTRUCTION MANUALS**

|  |  |  |
| --- | --- | --- |
| **ELECTRIC** | **GAS** | **WATER** |
| METER NUMBER:  K90A09676 | METER NUMBER:  Not applicable | METER NUMBER:  06T022504 |
| READING:  Low: 87296  Normal: 25374 | READING:  None | READING:  0654 |
| LOCATION:  Communal hallway cupboard | LOCATION:  Not applicable | LOCATION:  Bathroom cupboard |

|  |
| --- |
| **LOCATION OF:** |

|  |  |  |
| --- | --- | --- |
| **STOP COCK** | Bathroom cupboard | |
| **FUSE BOARD** | Hallway cupboard | |
| **ALARM PANEL**  **This has not been tested** | None | MAKE: |

|  |
| --- |
| **FIRE SAFETY** |

|  |  |
| --- | --- |
| **SMOKE ALARM** | Not visible  Tested with Canned smoke and working order  Location : Hallway |
| **CARBON MONOXIDE ALARM** | N/a |

|  |  |  |
| --- | --- | --- |
| **KEYS AT CHECKIN** | **KEYS AT CHECKOUT** | |
| **KEY TYPE / SERIAL NUMBER / QTY** | **KEY TYPE / SERIAL NUMBER / QTY** |
| 1 x silver Banham 743D1562 |  |
| 1 x Black Fob |  |
|  |  |
|  |  |
| **KEYS RECEIVED BY: Tenant (Hatham Aljurbua), Management keys used**  \\Pc-1\mbps\II\SEPTEMBER\28TH SEPT\28TH SEPT\FLAT 9 355 KINGS ROAD - IN\Pictures\New folder\SAM_7297 (Copy).JPG | **KEYS RETURNED TO:** | |

|  |
| --- |
| **GENERAL SUMMARY** |

|  |  |  |
| --- | --- | --- |
| **ITEM** | **CHECKIN NOTES** | **CHECKOUT NOTES** |

|  |  |  |  |
| --- | --- | --- | --- |
| **GENERAL CONDITION** | | Professionally cleaned for start of tenancy |  |
| **ODOUR** | | N/A |  |
| **DECORATIVE ORDER / WOODWORK** | | Defects as noted  Woodwork scuffed/ chipped |  |
| **FLOORING** | | Defects as noted  Vacuumed for start of tenancy |  |
| **CURTAINS / BLINDS** | | Defects as noted |  |
| **BLIND REGULATIONS** | | Chain break connector in place |  |
| **UPHOLSTERY** | | Vacuumed in situ for start of tenancy  Defects as noted |  |
| **FFR LABELS** | FFR labels not seen  Mattress :  Bed 1 FFR label seen | |  |
| **LINEN** | In use | |  |
| **LIGHTS** | Bulbs not working | |  |
| **KITCHEN/ APPLIANCES** | All clean order  Appliances power tested  Fridge/freezer left shut power on | |  |
| **BATHROOMS/**  **WC** | Water outlets tested and working  Requires further cleaning | |  |
| **WINDOWS** | Fitments complete  Requires further cleaning | |  |
| **GARDEN /**  **TERRACE** | N/A | |  |

|  |  |
| --- | --- |
| **MANUALS SUPPLIED AT**  **CHECKIN** | **MANUALS RETURNED AT**  **CHECKOUT** |
| **APPLIANCE/ MAKE** | **APPLIANCE/MAKE** |
| NONE |  |
|  |  |
|  |  |
|  |  |
|  |  |

 \*N.B – Heavy items will not be moved or inspected behind/under, for health & safety reasons. We will not be held liable should any damages/stains/marks be found during the tenancy in these areas. Should the occupant find any of the above they should, inform the landlord/agent immediately and if/where possible take photographic evidence and pass to the relevant parties.

 This camera symbol throughout the Inventory check in/out indicates where a photo has been taken. Photos can be found at the back of each room in the report with the relevant headings

**ENTRANCE HALL**

|  |  |  |  |
| --- | --- | --- | --- |
| **Entrance Door** | White frame and white panelled door  Chrome fittings  2 x Banham locks  1 x Union  Spy hole  Doorknob  Wood threshold | 1.Threshold slightly worn  2. Few small mid level marks  3. Chip low level  4. Filled old fitment hole by top lock  5. Further wear/ scratched  Slightly loose  Appears to be intact and in good order |  |
| **Interior** | Painted white flush door  Knob handle | 1. No spy hole cover  2. Old defects under behind upper level lock and fitment hole  3. Good order  4. Handle is loose |  |

**ENTRANCE HALL**

|  |  |  |  |
| --- | --- | --- | --- |
| **Walls** | Part painted white on plaster  Part Lime green to right hand side wall  Cable to high level from interior door frame around left-hand side | Chipped and scuffed left hand side entry and forward entrance reception  Angle chips |  |
| **Ceiling** | Painted white | Patchy to edges  Intact and in good order |  |
| **Flooring** | Laminate wood flooring with beaded edge | 1. Light general usage  2. Light scratches on entry  Vacuumed for start of tenancy |  |
| **Lighting** | 3 x White rimmed halogen spot lights | 1 x not working |  |
| **Woodwork** | Painted white  Door stop | 1. Good order  2. Old defects under  Odd scuff marks seen in places |  |

**ENTRANCE HALL**

|  |  |  |  |
| --- | --- | --- | --- |
| **Storage cupboard 1** | 3 x Door with push catches  Painted white flush door  Interior:  2 x Hanging rails  Fuse box  1 x shelf  1 x pine framed mirror hung to the middle door  1 x grey bucket and mop  1 x broom  1 x black metal ironing board with grey and white cover  1 x black, red and grey mop  1 x orange and grey broom | 1. Light usage marks to interior  2. Good order  Scuff to left hand side low level  Door creaks  Stained  Light marks consistent with system use to interior  Mirror clean to top surface  In use  In use  Few marks to cover  In used order |  |
| **Entry Phone System** | Elvex Video system in white | Tested  Unable to communicate  Video working |  |

**ENTRANCE HALL**

|  |  |  |  |
| --- | --- | --- | --- |
| **Contents** | Black painted wood rectangular side table with frosted glass top | 1. Surface scratches  2. Light ring mark  3. Chipped to front  Glass frosted deteriorating |  |
| **Mirror** | Wall mounted black and spot patterned | 1. Good order  2. 2 x Chips to frame low level  Clean to the top surface |  |
| **Switches and sockets** | Brushed steel  1 x Double socket  2 x Fuse points  2 x Light switches | As fitted  All appears to be intact |  |
| **Contents** | Heating thermostat | As fitted  Intact |  |
| **Map** | Black framed map of the world – unglazed | Good order  Intact |  |
| **Lamp** | Green table lamp | Tested and working |  |

**RECEPTION ROOM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Door** | White frame and white flush door  Brushed steel handle | Reasonable good order  Odd chip to edge  1 x stuck on plastic hook to interior |  |
| **Walls** | Part painted white on plaster  Part painted Pale green | Chipped to edges and sides of entry to kitchen  Further usage mid to low level  Back wall grey smudges and 1cm x chip mid level  1 x screw hook left hand side window and facing wall |  |
| **Ceiling** | White | Good order  1 or 2 x scuff marks seen to ceiling in places |  |

**RECEPTION ROOM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Flooring** | Dark wood laminate wood  Chrome door stop | 1. Some white paint spot  2. Few scratches to front  3. General usage  4. Light scattered white scratches left hand side entry  Not examined under furniture  Vacuumed for start of tenancy |  |
| **Lighting** | 4 x contemporary wall lights each with 2 x strip light bulbs | 1 x light not working  3 x lights are flashing |  |
| **Woodwork** | Painted white | Good order  Appears to be intact  1 or 2 x scuff marks seen  Not inspected behind any furniture |  |
| **Windows** | Cream painted casement frames and surround with double glazed windows  Chrome turn locks and fitted arms  White painted sills | 2. Paint mark to larger window top frame  3. 3 x Plastic hooks to frame  4. Fitment holes to frames low and high level  5. Sill light scuffs  6. 2nd Window frame chipped lower level edge  Glazing clean to interior and lightly soiled exterior |  |

**RECEPTION ROOM**

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| --- | --- | --- | --- |
| **Blinds** | 3 x White venetian vertical slats  Plastic pulley | Very light blemishes  2nd blind scuff to high level  No safety complaint  Left side blind working  Middle blind cords detached  Right side blind not working cords knotted  No cords joining each slat to both blinds on larger window  Small hook to secure cord |  |
| **Sofa** | Dark grey 3 + 1 corner sofa on chrome legs  3 x Back cushions  3 x Seat cushions  1 x Large scatter cushion  2 x Small scatter cushions  2 x Side cushions - large | White stains to left hand side and right hand side seat  Appears to be intact  Fabric is shaded  Odd fluff |  |
| **Dining Table** | Round black painted wood table  Chrome pedestal base | 1.Usage marks to top – light  2. Few small chips to edges  3. Light surface scratches  General marks consistent with use  Circular stain to table top |  |

**RECEPTION ROOM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Pouffe** | Matching sofa | Stained to top |  |
| **Dining Chairs** | 4 x Grey fabric dining chairs on chrome legs | 1. Light stains to 2 seats  2. FFR label not seen  Heavily sun shaded  In use |  |
| **Coffee Table** | White laminate triangular coffee table on black base | Odd hair to top |  |
| **Unit** | Black painted wood low side unit with frosted glass and sliding doors and chrome pull handles | 1. Laminate lifting  2. Chip base frame left side – lifting left hand side  3. 1 x Handle missing left hand side  4. No edging strip to front lower level left hand side and right-hand side  5. Old sticker marks  Scratches to the top |  |
| **Switches and Sockets** | Brushed steel  Telephone Point  2 x TV point  2 x Double sockets  1 x Virgin Media outlet | As fitted |  |
|  |  |  |  |

**RECEPTION ROOM**

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| --- | --- | --- | --- |
| **Side table** | Black wood console side table | Light chips and scratches to top  Further usage  Clean to the top surface |  |
| **Miscellaneous** | Very large floor standing ceramic grey and black pot | Scuff marks to the mid-section |  |
| **Equipment** | Broadband EE |  |  |
| **Vases** | 2 x assorted size flower vases  1 with artificial flower |  |  |

**KITCHEN**

|  |  |  |  |
| --- | --- | --- | --- |
| **Archway** | Plastered archway painted white | Some light patchy paintwork seen in places |  |
| **Walls** | Painted white  Stainless steel splash back panel  Black granite splash back around | Very light usage marks scattered in some areas  Further usage and food splashes  Back wall 1 x pin and food splashes  Rust and scratches to splash back |  |
| **Ceiling** | White | 1. Good order  Odd scuff forward of window |  |
| **Flooring** | Wood | 1. Chips to edging strip left hand side  2. Light general usage  Beading and skirting loose near fridge |  |
| **Lighting** | Ceiling mounted contemporary double strip light  1 x chrome based table lamp with white shade | Tested and working  Working order  Not Tested |  |

**KITCHEN**

|  |  |  |  |
| --- | --- | --- | --- |
| **Windows** | Cream painted casement frames and surround with double glazing    Chrome turn locks and fitted arms and 1 x key  Black and white granite laminate sills | 1. Minor mark to frame  2. Marks to reveal left and right hand side  3. Some marks to sills  4. Crack to bottom left hand side  5. scratches to handle  6. Chip left hand side of upper frame lower level  Clean to interior  Lightly soiled to exterior  Sills discoloured, in use and lifting at join |  |
| **Blinds** | Silver Venetian with cord pulley & acorn | 1.1 x Bent slat right hand side  Additional bent slat right hand side  2. Couple of bent slats upper level  3. Cord torn to bottom left hand side  No safety complaint  Requires further cleaning  Cords knotted |  |

**KITCHEN**

|  |  |  |  |
| --- | --- | --- | --- |
| **Units** | White lacquered high gloss with chrome handles | 1. Light wear to leading edges of interior shelves  2. Under sink shelf expanding to edge / few marks  3. Drawers not closing under oven  Clean to both interior and exterior |  |
| **Kickboards** | White laminate | Paint cracking lower level to most parts |  |
| **Work Surfaces** | Black and white speckled granite | 1. Chipped behind sink and lifting behind sink  2. Patchy in appearance  Numerous areas have white marks  Numerous ring marks  In use |  |

**KITCHEN**

|  |  |  |  |
| --- | --- | --- | --- |
| **Oven** | Diplomat stainless steel oven with glass fronted door  1 x Tray and rack  2 x Racks | 1. Power tested  2.Light not working  3. Clean to interior |  |
| **Extractor Hood** | Stainless steel and glass  2 x Halogen lights  Stainless steel filter | Appears not working  Clean |  |
| **Hob** | Schutt black hob  4 x Electric pot stands | 1. Light use  2. Light surface scratches  3. Tested and working  Light carbon residue |  |
| **Fridge/Freezer** | Indesit integrated  Serial Number 102050262  2 x Salad crispers  4 x Glass shelves  3 x Door shelves  Freezer  4 x Freezer drawers  2 x Ice cube trays | 1. Power tested  2. Light not working order  3. Chip to unit door inside edge lower level  4. Clean to interior  Doors closed to strip water leaking |  |

**KITCHEN**

|  |  |  |  |
| --- | --- | --- | --- |
| **Sink** | Black 1 1/2 bowl sink with stainless steel taps  Drainer to left side | 1. Stain around tap   2. Light surface scratches  3. Tap very loose  4. Water tested and working  Final wipe required |  |
| **Washing Machine** | Hotpoint 6.5kgBHWD129  SN.302158314.80717788000 | 1. Fascia door slightly wonky 2. Light residue to seal 3. Odd yellowish residue to drawer   Power tested  Clean to interior |  |
| **Dishwasher** | Diplomat integrated  2 x Crockery racks  Cutlery basket/tray  SN. FA776066A | Tested for power  Clean to interior |  |
| **Kettle** | Breville | In used order  Not tested |  |
| **Microwave** |  | Not tested |  |
| **Bin** | Brushed metal pedal bin with black plastic lid | Light marks consistent with use  Further use |  |
| **Switches and Sockets** | Brushed steel | As fitted |  |
| Advised | Curtain screen can be removed |  |  |

**BEDROOM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Door** | White frame  White flush door  Brushed steel handle | Good order  Door handled removed – interior  Seen in hallway |  |
| **Walls** | Part painted white on plaster  Part painted Light green to left hand side wall | Light scuff mid level right hand side and facing wall lower level  1 x plastic hook to the facing wall right hand side  Right hand side wall touch ups and further usage  Mid to low level use  Not inspected behind any furniture |  |
| **Ceiling** | White with coving | 1. Good order  Intact and in good order  Some patchy paintwork and touch up sections seen |  |
| **Flooring** | Dark laminate wood | 1. 1 x chip right side entry and forward of window  Not inspected underneath furniture  Vacuumed for start of tenancy |  |

**BEDROOM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Woodwork** | Painted white | Odd scuff  Appears to be intact and in good order |  |
| **Windows** | UPVC bay window and surround with double glazing  Chrome turn locks and fitted arms  White painted sills  White leather upholstered window seat with black leather button details  1 x closed hook attached to frame for cords | 1.Seat is scuffed right side, middle and left hand side  2. Good order  3. Several small chips to lower level and left hand side inside frame  Some condensation to the inside of the glazing middle upper left  Odd scuff and chip to window sill  Sill some chipping seen to paint right hand side section  Glazing clean to interior  Lightly soiled to exterior |  |
| **Lighting** | 3 x Double Strip wall lights with chrome base | 1 x not currently showing power  1 in each of second light is dim |  |
| **Blinds** | Cream suede roller  Safety metal loop right hand side window recess | 1. Grubby to underside and edges  2. Tested and working  In use  Further scuffs and soil |  |

**BEDROOM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Lamps** | 1 x Chrome based lamps with white material shades | Tested  Few stains to shade |  |
| **Mirror** | Wall mounted black leather frame | 1. 1 x Edge chip right side corner  Clean to the top surface |  |
| **Bed** | Double base & mattress  Cream tweed headboard  Blue and white stripe mattress | 1.FFR label not seen  2. Scuffs low level to base  Headboard greying to top edge  Top surface examined only  Scorch marks |  |
| **Linen** | 1 x white valance  1 x white fitted sheet  1 x white duvet cover  1 x white duvet  4 x white pillows  2 x white covers  1 x scatter cushion | Heavily creased – requires cleaning  Appears to be freshly cleaned  creased |  |

**BEDROOM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Wardrobes** | 3 x Dark varnished wood doors  Brushed steel handles  8 x Shelves  3 x Interior strip lights  2 x Hanging rails  1 x grey storage box  2 x wicker storage boxes with cream lining | 1. Lights working  2. Usage marks to interiors  3. Edge nicks to doors  4. Middle door further light marks  Stains to lining |  |
| **Switches and Sockets** | Brushed steel  Dimmer switches  1 x Telephone point  1 x Ariel point  4 x Double sockets  Right hand wall 1 x temperature control | As fitted |  |

**BATHROOM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Exterior Door** | White painted frame and white flush door  Brushed steel lever handle  Chrome vent to base | No lock  2 x plastic hooks to interior  Interior appears to be intact  Intact and in good order |  |
| **Walls** | Part painted white on plaster  Part tiled with dark grey rectangular stripped ceramic tiles | 1. Grouting missing in places  2. 1 x Picture hook  3. 3 Chipped tiles behind sink  Further water damage  Right hand side upon entrance chipping seen edge of angle  Some light grey shading seen to the walls in places  1 x metal hook to tiles in bath  Discolouration to grout |  |
| **Ceiling** | White | Old defects underneath |  |
| **Flooring** | Dark laminate wood and beading | 1. General usage  2. Beading loose by bath  Vacuumed for start of tenancy  Light dust to floor |  |

**BATHROOM**

|  |  |  |  |
| --- | --- | --- | --- |
| **Lighting** | Ceiling mounted chrome triple halogen spotlight fitting | All working |  |
| **Extractor Fan** | ‘Intervent’ fan | Working order  Dusty |  |
| **Bath** | White enamel  Chrome mixer taps  Pop up plug  Wall mounted shower head and controls  Glass shower screen with rubber seal | 1. 1 x Chip right side edge and paint marked adjacent  2. Not tested  3. Light staining to seal  4. Shower head controls not tested  Shower head in use  Pop up plug tested and working  Light discolouration to strip |  |
| **Sink** | Set in black granite  Chrome mixer taps  Pop up plug | 1. Chips to right side angle  2. Tested and working  3. Tap slightly loose to top   1. Scratched to front 2. Light stain aroused tap |  |
| **Vanity Cupboard** | Mirror panel door and 2 x interior glass shelves over sink  Chrome knobs to wooden vanity cupboard below sink with opaque glass door  1 x Dark wood shelf to inside and base | 1. 3 x Worn patches to interior  2. Edge nicks to front  Silvering to the edge of the  Usage to interior  Clean to interior |  |

**BATHROOM**

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| --- | --- | --- | --- |
| **Toilet** | White with white seat and lid  Chrome flush | 1. Seat and lid very loose  2. Flush tested and working  Clean to interior |  |
| **Items** | Chrome heated towel rail ladder style  Chrome shavers point | Not tested  Both intact  Light rust to chrome |  |
| **Cupboard** | White painted double doors with brushed steel knobs  Interior:  5 x Dark wood varnished rack shelves  Hot and cold water tanks  Fuse points  Water meter | 1. 1 x handle loose  2. Shelves scratched in places  3. 3 x loose  4. Horizontal scuff low level  5. odd scuff to left hand side door |  |
| **Blow up mattress** | Blow mattress | Not inspected |  |

**BATHROOM**

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| --- | --- | --- | --- |
| **Mirror** | Chrome mirror and hook – seen in bath area | Scratched  Silvering to mirror  Clean to the top surface |  |
| **Under sink cupboard** | Dark wood and green glass door  1 shelf to base | Stained to interior  Edge nicks to exterior frame and legs and dusty  In use to interior  Some light scratches seen to rear interior |  |
| **Laundry basket** | 2 x white plastic | Stored in cupboard |  |
| **Storage unit** | White laminate 4 shelved storage unit  3 x linen drawer  2 x blue jars with lid | Light marks consistent with use  In use |  |

**DECLARATION AT CHECK IN**

This inventory has been examined and, subject to marginal comments found to be correct.

**On behalf of the landlord**

**on behalf of the tenant**

**commencement of tenancy**

N.B

This inventory is correct to the best of our knowledge but advise you to examine its contents prior to signing, as we can not be held responsible for any errors or omissions. Descriptions are for identification purposes only.

The relevant utility companies must check all meter readings, as we can not be held responsible for any discrepancies

Please ensure that all items listedin this inventory are in the same location at the end of the tenancy.

ADDITIONAL AMENDMENTS

|  |  |  |
| --- | --- | --- |
| **DATE** | **DESCRIPTION OF CHANGES** | **AGENTS/LANDLORD SIGNATURE** |
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WHEN ADDITIONS/AMENDMENTS ARE MADE BY THE LANDLORD, TENANT OR AGENT THE RELATIVE PARTIES MUST BE INFORMED

|  |
| --- |
| **CHECK IN REPORT OF CONDITION AT: DATE:** 28/08/ 2020 |

|  |  |
| --- | --- |
| **PROPERTY ADDRESS:** | Flat 9  355 Kings Rd  Chelsea  SW3 5ES |
| **CLIENT:** | London Central Portfolio |
| **CONTACT:** | Annabel Hughe |

|  |  |  |
| --- | --- | --- |
| **ELECTRIC** | **GAS** | **WATER** |
| **METER NUMBER:**  K90A09676 | **METER NUMBER:**  Not applicable | **METER NUMBER:**  06T022504 |
| **READING:**  **Low:** 87296  **Normal:** 25374 | **READING:**  None | **READING:**  0654 |
| **LOCATION:**  Communal hallway cupboard | **LOCATION:**  Not applicable | **LOCATION:**  Bathroom cupboard |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **PROPERTY DESCRIPTION** | | | | | | |
| **ROOM** | **QTY** | **ROOM** | | **QTY** | **EXTERIOR AREAS** | **QTY** |
| RECEPTION | 1 | BATHROOMS | | 1 | FRONT GARDEN | 0 |
| OFFICE | 0 | WC | | 0 | REAR GARDEN | 0 |
| BEDROOMS | 1 | UTILITY | | 0 | SWIMMING POOL | 0 |
| DRESSING ROOM | 0 | STORE ROOM | | 0 | GARAGE | 0 |
| STAIRCASE & LANDINGS | 0 | CELLAR | | 0 | ANNEX  BALCONY | 0 |
| KITCHEN | 1 |  | |  |  |  |
| □ HOUSE □ FLAT | | | □ UNFURNISHED □ FURNISHED | | | |

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| **GENERAL SUMMARY** |

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| --- | --- | --- |
| **GENERAL CONDITION** | □ Professionally cleaned for start of tenancy :-  □ Domestically cleaned for the start of tenancy :-  □ Further general cleaning required:-  □ A full professional clean is required :- | **FURTHER COMMENTS** |
| **ODOUR** | □ Pet □ Smoking □ Cooking  □ Musty | □ N/a |
| **DECORATIVE ORDER / WOODWORK** | □ Advised freshly painted  □ Good Order  □ Defects as noted  □ Dusty  □ Woodwork scuffed/chipped |  |
| **FLOORING** | □ Professionally cleaned for start of tenancy  □ Good Order □ Defects as noted  □ Vacuumed for start of tenancy  □ Requires further cleaning □ New |  |
| **CURTAINS / BLINDS** | □ Professionally cleaned for start of tenancy  □ Vacuumed in situ for start of tenancy  □ Requires further cleaning  □ Defects as noted □ Good Order | □ N/A |
| **BLIND REGULATIONS** | □ Chain break connector in place  □ Chain Tidy in place  □ Regulations not met | □ N/A |
| **UPHOLSTERY** | □ Professionally cleaned for start of tenancy  □ Vacuumed in situ for start of tenancy  □ Good Order  □ New □ Defects as noted | □ N/A |
| **FFR LABELS** | Sofa □ FFR Label Seen □ Label Not seen Armchair □ FFR Label Seen □ Label Not seen Pouffee □ FFR Label Seen □ Label Not seen    **Mattress:**  Bed 1 □ FFR Label Seen □ Label Not seen Bed 2 □ FFR Label Seen □ Label Not seen Bed 3 □ FFR Label Seen □ Label Not seen Bed 4 □ FFR Label Seen □ Label Not seen    **□ Client informed Name……………………….……** |  |
| **LINEN** | □ New □ In use □ None provided  □ Domestically cleaned □ Freshly laundered | □ Requires further cleaning |
| **LIGHTS** | □ All working order  □ Bulbs missing / not working |  |
| **KITCHEN / APPLIANCES** | □ All clean order  □ All Appliances power tested  □ Fridge left open power off □ Freezer left open power off  □ Fridge left shut power on □ Freezer left shut power on | □ Requires further cleaning |
| **BATHROOMS/**  **WC** | □ Clean □ All fitments free of lime scale  □ Water outlets tested and working | □ Mildew to areas as noted  □ Requires further cleaning |
| **WINDOWS** | □ Fitments complete  □ Clean to interior □ Clean to exterior | □ Requires further cleaning |
| **GARDEN /**  **TERRACE/**  **BALCONY** | □ Seasonal order | □ N/A  □Further attention required |

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| **POSITION OF** |

|  |  |
| --- | --- |
| **STOP COCK** | Bathroom cupboard |
| **FUSE BOARD** | Hallway cupboard |
| **ALARM PANEL** | None |

|  |
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| **MANUALS PROVIDED** |
| **□** Washing machine □ Alarm □ TV □ Tumble Dryer □ Boiler □ Extractor hood  □ Dishwasher □ Microwave oven □ Oven  □ Fridge freezer □ Phone □ Waste disposal  □ None provided |

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| **FIRE SAFETY** |

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| SMOKE ALARM 1 | □ Mains powered □ Power light on □ Too high to read □ Not visible  □ Tested with Canned smoke and working order  □ Location: - ……………………………………………………..    □ Expiry date ………/…………/……..  □ SMOKE ALARM NOT WORKING – Agent advised  Person advised: - Name ……………………………… |
| **SMOKE ALARM 2** | □ Mains powered □ Power light on □ Too high to read □ Not visible  □ Tested with Canned smoke and working order  □ **Location: -** ………………………………………………………….    □ **Expiry date** ………/…………/……..  **□ SMOKE ALARM NOT WORKING – Agent advised**  Person advised: - Name ……………………………… |
| **SMOKE ALARM 3** | □ Mains powered □ Power light on □ Too high to read □ Not visible  □ Tested with Canned smoke and working order  □ **Location**: - ………………………………………………………………    □ **Expiry date** ………/…………/……..  **□ SMOKE ALARM NOT WORKING – Agent advised**  Person advised: - Name ……………………………… |
| **CARBON MONOXIDE ALARM** | □ Tested and working order □ Light seen □ N/a |

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| **KEYS** | | | |
| **KEY TYPE** | **SERIAL NUMBER** | | **QTY** |
| Silver Banham | 743 D 1562 | | 1 |
| Black Fob |  | | 1 |
|  |  | |  |
|  |  | |  |
| **KEYS RECEIVED BY:**  □ AGENT □ TENANT □ LANDLORD □ CONCIERGE □ BUILDER  □ Management keys used □ None provided  \*Tick as applicable | | | |
| **NAME PRINTED:**  **……………………………………………………..** | | **SIGNATURE :**  **…………………………………………………….** | |

\*N.B – Heavy items will not be moved or inspected behind/under, for health & safety reasons. We will not be held liable should any damages/stains/marks be found during the tenancy in these areas. Should the occupant find any of the above they should, inform the landlord/agent immediately and if/where possible take photographic evidence and pass to the relevant parties.

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| **CLIENT CALLED AT** | | |
| **TIME:** | **VOICE MESSAGE LEFT FOR:** | **SPOKEN WITH:** |

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| --- | --- | --- |
| **IN ATTENDANCE AT CHECK IN** | | |
|  **INDEPENDENT CLERK**  ** TENANT**  ** LANDLORD**  ** AGENT** | **NAME PRINTED**  ……………………………………………… | **SIGNATURE**  ……………………………………..………….. |

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| --- |
| **In attendance:**  □ LANDLORD □ TENANT □ INVENTORY CO. □ RELOCATION REP |

|  |  |
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| **NAME PRINTED**  ………………………………..……………… | **SIGNATURE**  ………………………………..……………….. |