

# INVENTORY & SCHEDULE OF CONDITION

Property Contents and Condition Record

16 Waterloo Road

**Instructions:** This inventory records the contents and condition of the property at the start of the tenancy. Both landlord (or agent) and tenant should complete and sign this document at move-in. Take photographs to supplement this written record.

This document will be used for comparison at the end of the tenancy when assessing any deposit deductions.

## Part A: Property Information

Property Address	16 Waterloo Road
Landlord / Agent	
Tenant(s)	
Date of Inventory	2 February 2026
Inspection Clerk	

## Meter Readings at Start of Tenancy

Gas Meter	G121212
Electricity Meter	E121212
Water Meter	W121212

## Part B: Condition Rating Guide

Rating	Description
Excellent	As new or nearly new condition, no marks or wear
Good	Light wear consistent with normal use, fully functional
Fair	Moderate wear, some marks or minor damage, fully functional
Poor	Heavy wear, visible damage, may need attention
N/A	Not applicable or not present

## Part C: Room-by-Room Inventory

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Complete the following for each room. Add additional sheets if required.

### Living Room / Lounge

Item	Condition	Notes / Description
Walls	_____	_____
Ceiling	_____	_____
Flooring	_____	_____
Windows	_____	_____
Curtains/Blinds	_____	_____
Light Fittings	_____	_____
Sofa	_____	_____
Armchairs	_____	_____
Coffee Table	_____	_____
TV Stand/Unit	_____	_____
Other:	_____	_____

## Kitchen

Item	Condition	Notes / Description
Walls	_____	_____
Flooring	_____	_____
Worktops	_____	_____
Cupboards	_____	_____
Oven/Hob	_____	_____
Extractor Hood	_____	_____
Fridge/Freezer	_____	_____
Washing Machine	_____	_____
Dishwasher	_____	_____
Microwave	_____	_____
Kettle/Toaster	_____	_____
Sink & Taps	_____	_____

## Bedroom 1 (Master)

Item	Condition	Notes / Description
Walls	_____	_____
Ceiling	_____	_____
Flooring/Carpet	_____	_____
Windows	_____	_____
Curtains/Blinds	_____	_____
Bed Frame	_____	_____
Mattress	_____	_____
Wardrobe	_____	_____
Chest of Drawers	_____	_____
Bedside Tables	_____	_____

## Bedroom 2

Item	Condition	Notes / Description
Walls	_____	_____
Ceiling	_____	_____
Flooring/Carpet	_____	_____
Bed Frame	_____	_____
Mattress	_____	_____
Wardrobe	_____	_____
Chest of Drawers	_____	_____
Other:	_____	_____

### **Bedroom 3**

<b>Item</b>	<b>Condition</b>	<b>Notes / Description</b>
Walls	_____	_____
Ceiling	_____	_____
Flooring/Carpet	_____	_____
Bed Frame	_____	_____
Mattress	_____	_____
Wardrobe	_____	_____
Other:	_____	_____

### **Bathroom**

<b>Item</b>	<b>Condition</b>	<b>Notes / Description</b>
Walls/Tiles	_____	_____
Ceiling	_____	_____
Flooring	_____	_____
Bath	_____	_____
Shower	_____	_____
Toilet	_____	_____
Sink & Taps	_____	_____
Mirror/Cabinet	_____	_____
Towel Rail/Radiator	_____	_____
Extractor Fan	_____	_____

## Hallway / Entrance

Item	Condition	Notes / Description
Walls	_____	_____
Ceiling	_____	_____
Flooring	_____	_____
Front Door	_____	_____
Coat Hooks/Stand	_____	_____
Smoke Detector	_____	_____
CO Detector	_____	_____

## **Additional Rooms / Areas**

For additional bedrooms, studies, utility rooms, or other spaces not listed above:

## Part D: Keys and Access Devices

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Item	Notes / Details
Front Door Keys	_____
Back Door Keys	_____
Window Keys	_____
Mailbox Keys	_____
Access Cards/Fobs	_____
Garage/Shed Keys	_____
Other (specify)	_____

All keys, fobs, and access devices must be returned at the end of the tenancy. The cost of replacing lost keys will be charged at the current replacement cost.

## Part E: General Notes and Observations

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*Record any additional observations, pre-existing damage, or special notes here:*

## Part F: Signatures

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By signing below, both parties confirm that this inventory has been inspected and agreed as an accurate record of the property's condition at the start of the tenancy.

<b>Landlord / Agent</b> Name: _____  _____ Signature  Date: _____	<b>Tenant</b> Name: _____  _____ Signature  Date: _____
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**Important:** Any discrepancies not noted in writing within 7 days of the tenancy start date will be deemed accepted by the Tenant. This inventory will be used for comparison at the end of the tenancy when assessing any deposit deductions.