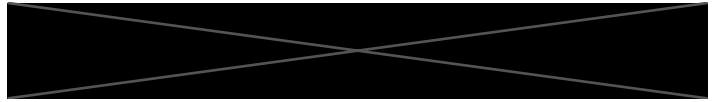


# Inventory Report



TENANT NAME

TENANCY TYPE  
Single

REPORT CONFIRMED BY  
Dominic West

PROPERTY VISIT DATE

PREPARED ON BEHALF OF



Telephone:



DW Inventories Example

## This report contains



Inventory details: Record of appliance manuals (if any present); Record of key handover; Record of meter readings (where accessible).



Detailed descriptions and schedule of condition and cleanliness for all fixtures and fittings.



Disclaimer and check-out guidance details.

# Glossary of Terms

For guidance, please find a glossary of terms used within this report:

## Condition

**Very Poor:** Extensively damaged/faulty. Examples: large stains; upholstery torn; very dirty.

**Poor:** Extensive signs of wear and tear. Examples: stains/marks/tears/chips.

**Fair:** Signs of age. Examples: frayed; small light stains/marks; discolouration.

**Good:** Signs of slight wear. Examples: generally lightly worn.

**New Item:** Still in wrapper or with new tags/labels attached. Recently purchased, installed or decorated.

## Cleanliness

**Very Poor:** Not cleaned. Requires cleaning to a good or excellent standard.

**Poor:** Item dusty or dirty. Requires further cleaning to either good or excellent standard.

**Fair:** Evidence of some cleaning, but signs of dust or marks.

**Good:** Item cleaned and free of loose dirt.

**Excellent:** Item immaculate, sparkling and dust free.

## Photo Terms

### Captured (external device)

The date provided by the image file itself, usually set by the device that captured it.

### Captured (via App)

The date a photo was taken within the platform mobile App. This is a more reliable source than the above.






### Captured (certified by inspector)

The date a photo was taken according to the inspector (defaulting to the inspection date).

### Added

The date on which the photo was added to the platform.

## Status Icons

-  Disagreed by tenant
-  Repair
-  Beyond fair wear and tear
-  Replace
-  Missing



# Schedule of Cleanliness and Condition

## General Overview

Room/Space	Description	Condition	Cleanliness	Photos
<b>Entrance/Hallway</b>	Clean and tidy. Neutral smell (no smoking or pet odours).	● Good	● Good	1 photo
<b>Utility Cupboard</b>	Clean and tidy. Neutral smell (no smoking or pet odours).	● Good	● Good	1 photo
<b>Inner Hallway leading through to Studio Room</b>	Clean and tidy. Neutral smell (no smoking or pet odours).	● Good	● Good	2 photos
<b>Kitchen</b>	Clean and tidy. Neutral smell (no smoking or pet odours).	● Good	● Good	1 photo
<b>Bathroom</b>	Clean and tidy. Neutral smell (no smoking or pet odours).	● Good	● Good	1 photo

DW Inventories Example



# Utility Details

## Gas Check

**Meter Serial**

N/A

**Meter Supplier**

N/A

**Meter Location**

N/A

## Electricity Check

**Meter Serial**



**Meter Supplier**

N/A

**Meter Location**

Other – see 'Utility Notes'

## Water Check

**Meter Serial**



**Meter Supplier**

N/A

**Meter Location**

Other – see 'Utility Notes'

DW Inventories Example

## Utility Readings

**Gas**

**Electricity**

**Water**

31/01/2020

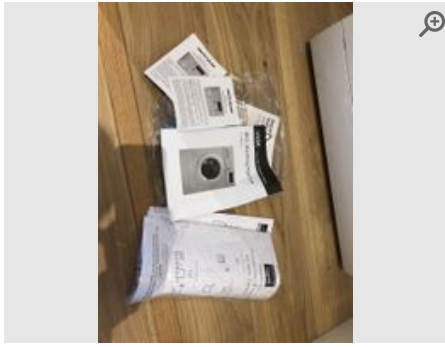
N/A



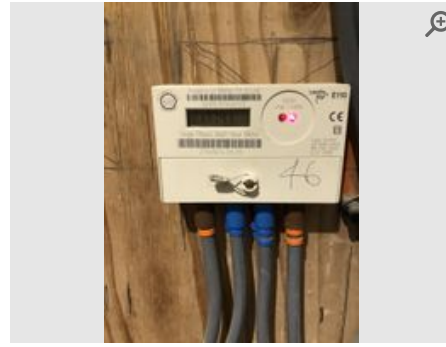
## Utility Notes

No Gas Appliances. Electricity and Water Meters located to Communal Hallways: Readings taken from visit on 28/01/2020 as Caretaker not available to open Cupboards on day of Inventory. Smoke Alarms located in Inner Hallway and Kitchen: Tested and sounders heard working. Appliance Manuals for Washing Machine, Hot Water Cylinder and Thermostat present. Professional Cleaning Receipt dated 29/01/2020 present

## Utility Photos



Provided by	<b>Inspector</b>
Captured (Certified by inspector)	<b>31/01/2020</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (Certified by inspector)	<b>31/01/2020</b>
Added	<b>31/01/2020</b>















Provided by	<b>Inspector</b>
Captured (Certified by inspector)	<b>31/01/2020</b>
Added	<b>31/01/2020</b>

DW Inventories Example

# Room Details

The small thumbnail images in this section can be used as a reference point. **Larger copies** of these images can be found in the **'Room Image Library'** section towards the end of this report.

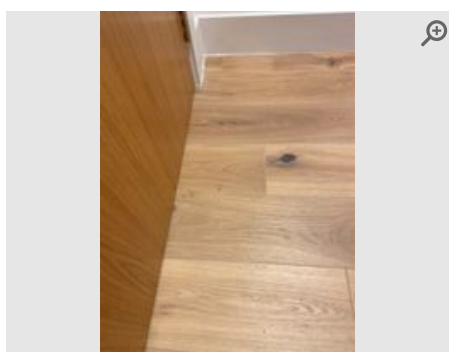
Entrance/Hallway				
Item	Description	Condition	Cleanliness	Photos
<b>General Overview</b> 1.1	Clean and tidy. Neutral smell (no smoking or pet odours).	<span style="color: green;">●</span> Good	<span style="color: green;">●</span> Good	 1 photo
<b>Outer Surround</b> 1.2	Black painted; good order.	<span style="color: green;">●</span> Good	<span style="color: green;">●</span> Good	 N/A
<b>Outer Door</b> 1.3	Wood effect flush door with: 2x 'Arc' lock, 1x peephole; good order.	<span style="color: green;">●</span> Good	<span style="color: green;">●</span> Good	 N/A
<b>Inner Surround</b> 1.4	White painted with 1x chain and fixing to mid left; good order.	<span style="color: green;">●</span> Good	<span style="color: green;">●</span> Good	 N/A
<b>Inner Door</b> 1.5	Wood effect with 1x chrome door closer, 2x chrome reverse locks, 1x fixing for chain, 1x reverse peephole with chrome cover; good order.	<span style="color: green;">●</span> Good	<span style="color: green;">●</span> Good	 N/A
<b>Floor</b> 1.6	Wood effect; slightly grubby near door, marks from door opening, 2x scratches.	<span style="color: green;">●</span> Good	<span style="color: blue;">●</span> Fair	 3 photos
<b>Skirting Board</b> 1.7	White painted with 1x chrome doorstop; minor scuffs to far side left corner, 1x crack to near side left corner.	<span style="color: green;">●</span> Good	<span style="color: green;">●</span> Good	 2 photos
<b>Walls</b> 1.8	White painted; minor overpainted defects behind door, 1x scuff behind door, 2x defects to left of entrance to main area.	<span style="color: green;">●</span> Good	<span style="color: green;">●</span> Good	 4 photos
<b>Ceiling</b> 1.9	White painted with 1x white plastic sprinkler in centre; hole to right of sprinkler	<span style="color: green;">●</span> Good	<span style="color: green;">●</span> Good	 1 photo
<b>Light Fittings</b> 1.10	1x white spotlight; good order.	<span style="color: green;">●</span> Good	<span style="color: green;">●</span> Good	 N/A
<b>Sockets &amp; Switches</b> 1.11	1x white plastic single switch, 1x white plastic single switch with fuse for radiator; good order.	<span style="color: green;">●</span> Good	<span style="color: green;">●</span> Good	 N/A
<b>Radiator</b> 1.12	1x white wall mounted electric radiator; good order.	<span style="color: green;">●</span> Good	<span style="color: green;">●</span> Good	 1 photo

### General Overview

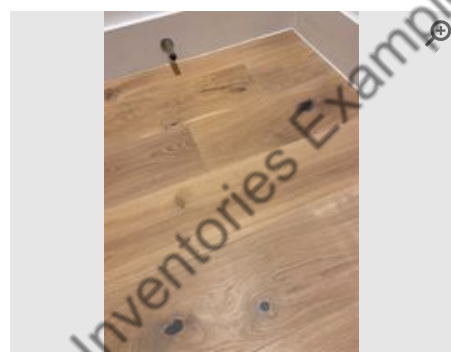


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:08 PM</b>
Added	<b>31/01/2020</b>

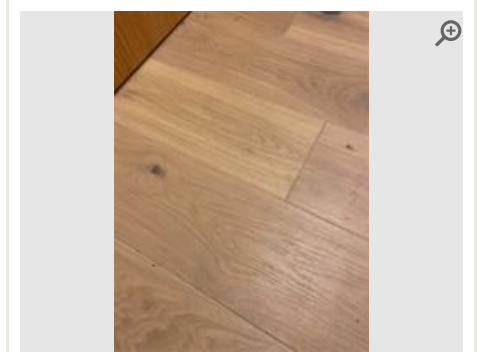
### Floor



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:14 PM</b>
Added	<b>31/01/2020</b>

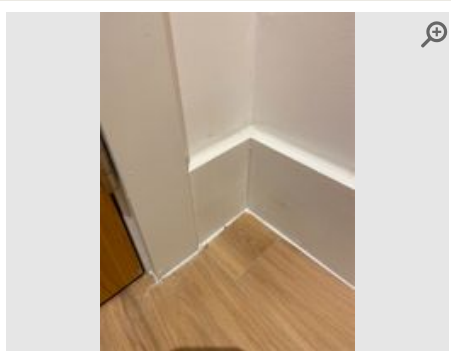


Provided by	<b>Inspector</b>
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Added	<b>31/01/2020</b>

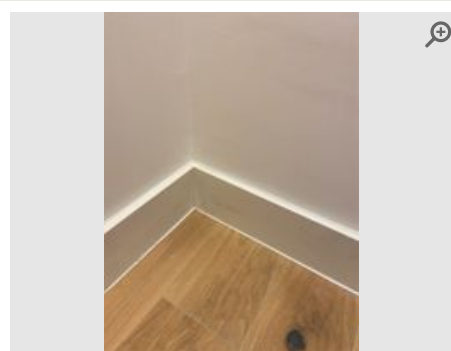


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:14 PM</b>
Added	<b>31/01/2020</b>

### Skirting Board

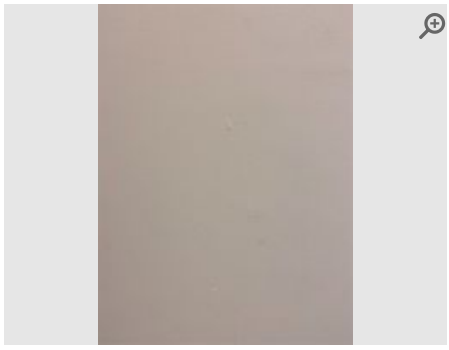


Provided by	<b>Inspector</b>
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Added	<b>31/01/2020</b>

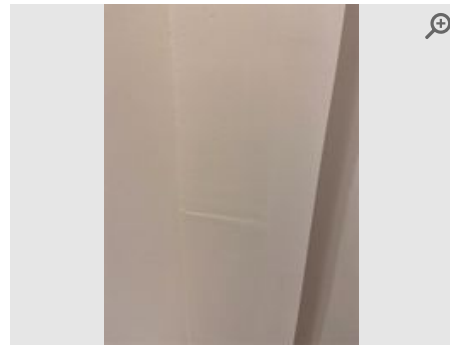


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:15 PM</b>
Added	<b>31/01/2020</b>

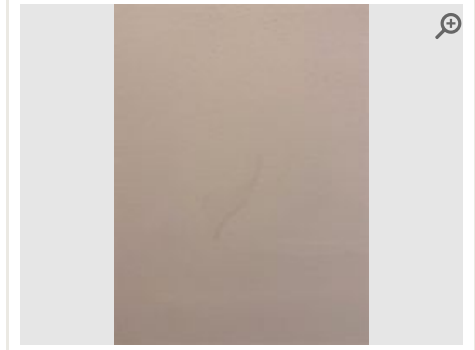
### Walls



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:17 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:17 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:17 PM</b>
Added	<b>31/01/2020</b>

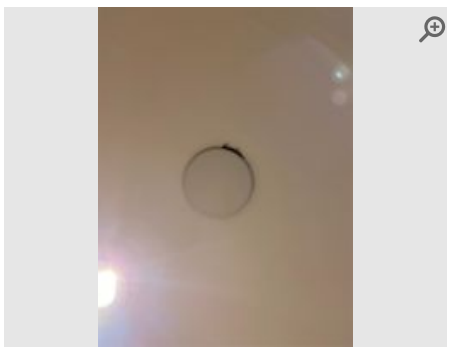


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:17 PM</b>
Added	<b>31/01/2020</b>

DW Inventories Example

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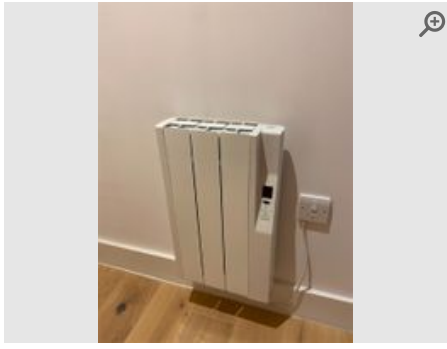
**Ceiling**



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:19 PM</b>
Added	<b>31/01/2020</b>

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**Radiator**



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:21 PM</b>
Added	<b>31/01/2020</b>

DW Inventories Example

## Utility Cupboard

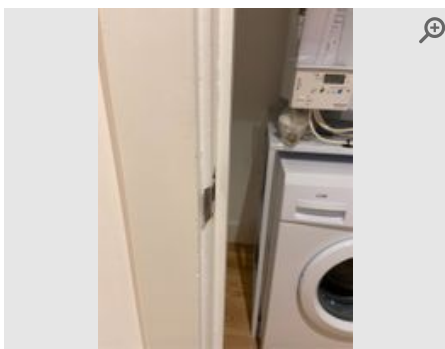
Item	Description	Condition	Cleanliness	Photos
<b>General Overview</b> 2.1	Clean and tidy. Neutral smell (no smoking or pet odours).	● Good	● Good	📷 1 photo
<b>Outer Surround</b> 2.2	White painted; minor scratches and dents to mid left.	● Fair	● Good	📷 1 photo
<b>Outer Door</b> 2.3	White painted with 4x panels and 1x black handle; 1x defect to mid right, 1x defect to upper right corner, 1x small black line either side of handle fixing.	● Good	● Good	📷 2 photos
<b>Inner Surround</b> 2.4	White painted; minor scuffs to right side.	● Good	● Good	📷 1 photo
<b>Inner Door</b> 2.5	White painted with 4x panels and 1x black handle; 1x white mark to handle, 1x small black line either side of handle fixing, scattered minor defects to lower section.	● Good	● Good	📷 2 photos
<b>Floor</b> 2.6	Wood effect; scattered white marks.	● Good	● Good	📷 1 photo
<b>Skirting Board</b> 2.7	White painted; black marks and scuffs to left side.	● Fair	● Good	📷 1 photo
<b>Walls</b> 2.8	White painted; scattered dents to left upon entry, scattered scuffs to left wall.	● Fair	● Fair	📷 2 photos
<b>Ceiling</b> 2.9	White painted; black marks around isolator switch.	● Fair	● Good	📷 1 photo
<b>Light Fittings</b> 2.10	1x white spotlight; good order.	● Good	● Good	📷 N/A
<b>Sockets &amp; Switches</b> 2.11	1x white plastic double socket, 1x white plastic single switch, 3x white plastic single switches with fuses, 1x ceiling mounted white plastic isolator switch.	● Good	● Good	📷 N/A
<b>Washing Machine</b> 2.12	1x white 'Logik' washing machine (model no. L814WM16); good order, clean detergent drawer and door seal	● Good	● Good	📷 3 photos
<b>Miscellaneous</b> 2.13	1x 'Megaflo' hot water tank with digital display and assorted parts.	● Good	● Good	📷 2 photos

### General Overview



Provided by	Inspector
Captured (via App):	31/01/2020 3:46 PM
Added	31/01/2020

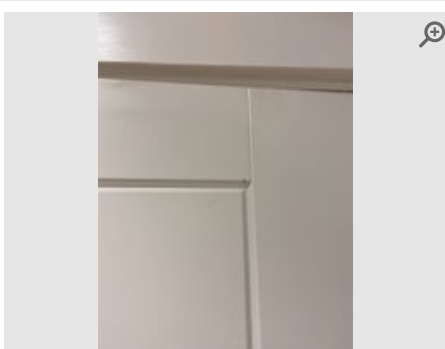
### Outer Surround



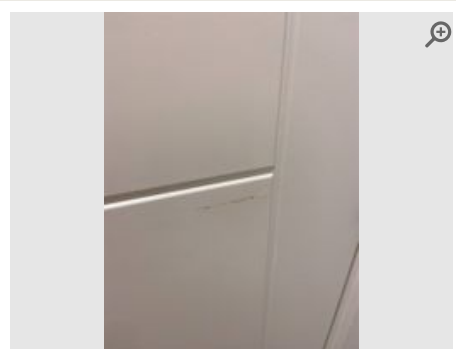
Provided by	Inspector
Captured (via App):	31/01/2020 3:48 PM
Added	31/01/2020

DW Inventories Example

### Outer Door

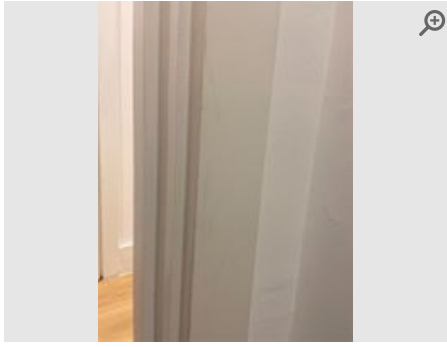


Provided by	Inspector
Captured (via App):	31/01/2020 3:49 PM
Added	31/01/2020



Provided by	Inspector
Captured (via App):	31/01/2020 3:49 PM
Added	31/01/2020

## Inner Surround



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:50 PM</b>
Added	<b>31/01/2020</b>

## Inner Door

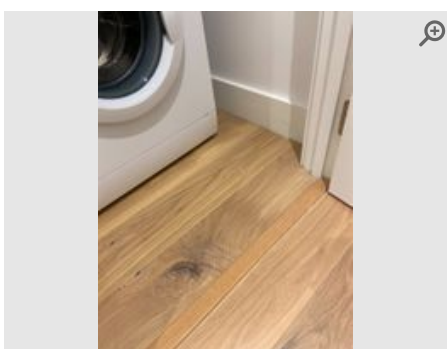


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:51 PM</b>
Added	<b>31/01/2020</b>



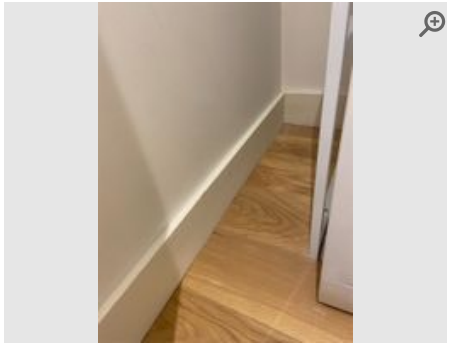
Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:51 PM</b>
Added	<b>31/01/2020</b>

## Floor



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:52 PM</b>
Added	<b>31/01/2020</b>

## Skirting Board

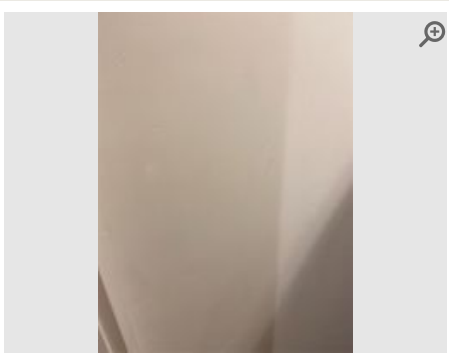


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:53 PM</b>
Added	<b>31/01/2020</b>

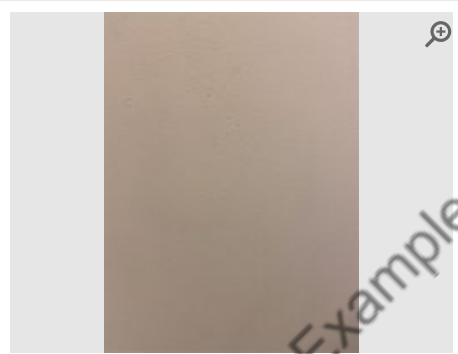
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### Walls

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Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:54 PM</b>
Added	<b>31/01/2020</b>

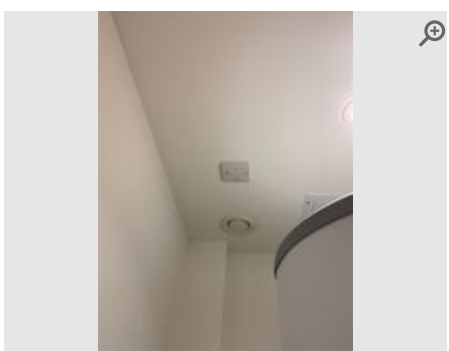


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:54 PM</b>
Added	<b>31/01/2020</b>

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### Ceiling

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Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:55 PM</b>
Added	<b>31/01/2020</b>

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### Washing Machine

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Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:58 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:58 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:58 PM</b>
Added	<b>31/01/2020</b>

### Miscellaneous



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:00 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:00 PM</b>
Added	<b>31/01/2020</b>

DW Inventories Example

## Inner Hallway leading through to Studio Room

Item	Description	Condition	Cleanliness	Photos
<b>General Overview</b> 3.1	Clean and tidy. Neutral smell (no smoking or pet odours).	● Good	● Good	📷 2 photos
<b>Outer Surround</b> 3.2	White painted; 1x scuff to lower left, minor defects to mid left, 1x scuff to upper right.	● Good	● Good	📷 3 photos
<b>Outer Door</b> 3.3	White painted with 4x panels and 1x black handle; 1x minor white mark to handle, 1x small black line to either side of handle fixing.	● Fair	● Good	📷 1 photo
<b>Inner Surround</b> 3.4	White painted; minor scuffing to lower right, minor defect to lower right.	● Fair	● Good	📷 2 photos
<b>Inner Door</b> 3.5	White painted with 4x panels and 1x black handle; 1x small black line to either side of handle fixing.	● Good	● Good	📷 1 photo
<b>Windows &amp; Sills</b> 3.6	Left window area. Black UPVC with white painted surround, white sill, 1x chrome handle with integrated lock, 2x glass panes; lower pane is grubby to exterior, 2x circular defects to sill, 1x key present. Right window area. Black UPVC with white painted surround, white sill, 2x chrome handles with integrated locks, 4x glass panes; sill is slightly scuffed and grubby with repainted spots, scattered minor defects to right of surround, exterior panes are grubby.	● Fair	● Fair	📷 8 photos
<b>Curtains</b> 3.7	1x white curtain rail to each window area, no curtains present.	● Good	● Good	📷 2 photos
<b>Floor</b> 3.8	Wood effect; scuffs from Bathroom door in inner hallway, 1x white mark to near side right corner, scattered scratches to centre, 1x black mark in front of large window area, long black scratches from sink to radiator.	● Good	● Good	📷 5 photos
<b>Skirting Board</b> 3.9	White painted with 2x chrome doorstops near entrance; scuffs under large window area, scattered scuffs throughout, cracking to right of radiator, 2x lines to near side right corner.	● Fair	● Fair	📷 4 photos
<b>Walls</b> 3.10	White painted; 2x defects to far wall between windows, scattered defects and repainting to right side of right wall, 1x scuff to edge of wall opposite bathroom, 1x chip to wall opposite Bathroom, scuffs and minor defects to wall edge left of radiator.	● Fair	● Good	📷 6 photos
<b>Ceiling</b> 3.11	White painted with 1 x white plastic sprinkler; 1x crack from Bathroom wall towards centre, 1x defect to left of crack	● Fair	● Good	📷 1 photo
<b>Light Fittings</b> 3.12	9x white spotlights; good order.	● Good	● Good	📷 N/A
<b>Smoke and Carbon Monoxide Alarm</b> 3.13	1x white plastic ceiling mounted smoke alarm; tested and sounder heard working.	● Good	● Good	📷 1 photo
<b>Sockets &amp; Switches</b> 3.14	1x chrome quadruple switch, 1x chrome double socket, 1x chrome double socket with 2x USB charging points, 4x white plastic double sockets, 1x white plastic TV and telephone unit, 2x white plastic single switches, 1x white plastic single switch with fuse.	● Good	● Good	📷 N/A
<b>Radiator</b> 3.15	1x white wall mounted electric radiator; scuffs to upper left corner.	● Good	● Good	📷 1 photo
<b>Storage Cupboard/Wardrobe</b> 3.16	1x storage cupboard with white painted door with 4x panels and 1x black handle, reverse of door matches exterior, interior houses: 1x consumer unit, 1x 'BT Openreach' unit and router, 1x landline telephone, 1x white plastic double socket, 2x white plastic telephone points; reverse door handle is missing cover for fixing and is slightly loose, 1x black mark to exterior of door next to handle.	● Good	● Good	📷 4 photos
<b>Miscellaneous</b> 3.17	1x white 'Bticino' wall mounted digital door entry panel; good order.	● Good	● Good	📷 1 photo

### General Overview

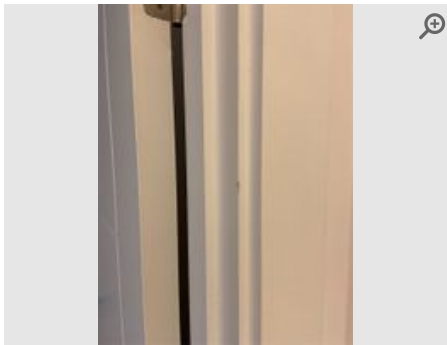


Provided by	<b>Inspector</b>
Captured (Certified by inspector)	<b>31/01/2020</b>
Added	<b>31/01/2020</b>

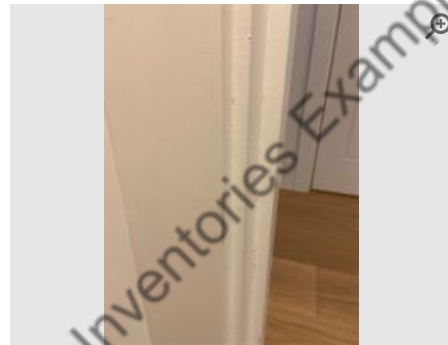


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:22 PM</b>
Added	<b>31/01/2020</b>

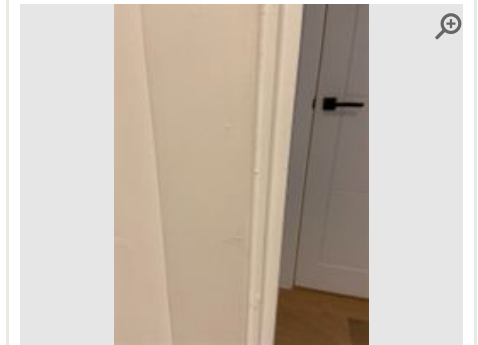
### Outer Surround



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:24 PM</b>
Added	<b>31/01/2020</b>

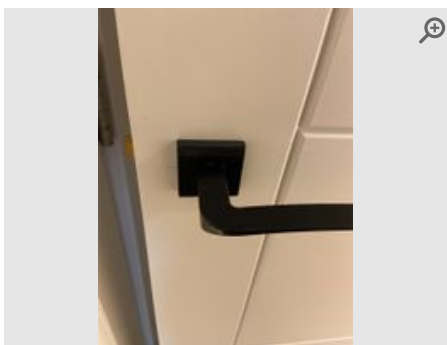


Provided by	<b>Inspector</b>
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Added	<b>31/01/2020</b>



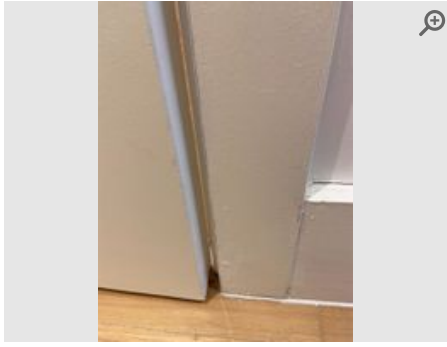
Provided by	<b>Inspector</b>
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Added	<b>31/01/2020</b>

### Outer Door

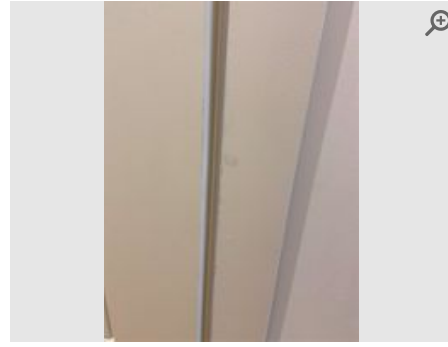


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:25 PM</b>
Added	<b>31/01/2020</b>

## Inner Surround



Provided by **Inspector**  
Captured (via App): **31/01/2020 2:26 PM**  
Added **31/01/2020**



Provided by **Inspector**  
Captured (via App): **31/01/2020 2:26 PM**  
Added **31/01/2020**

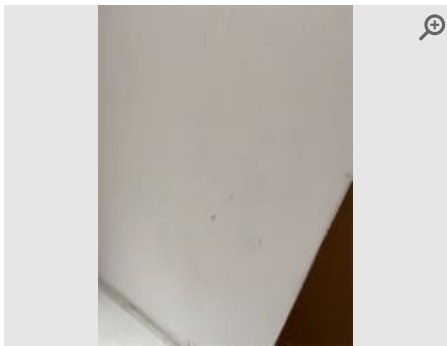
## Inner Door



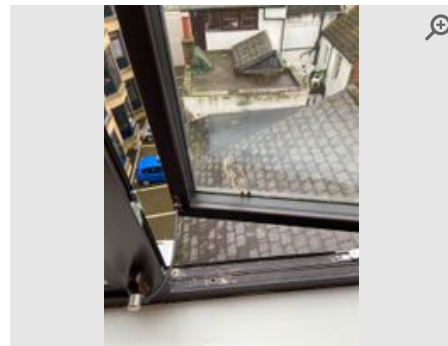
Provided by **Inspector**  
Captured (via App): **31/01/2020 2:27 PM**  
Added **31/01/2020**

DW Inventories Example

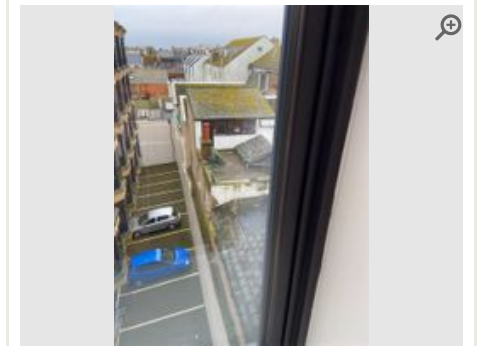
## Windows & Sills



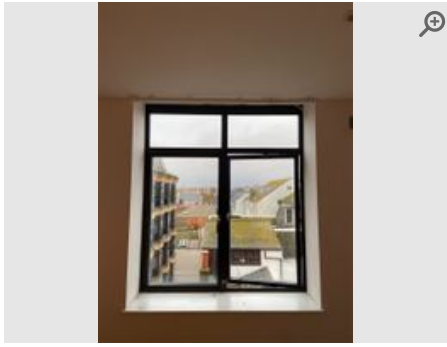
Provided by **Inspector**  
Captured (via App): **31/01/2020 2:35 PM**  
Added **31/01/2020**



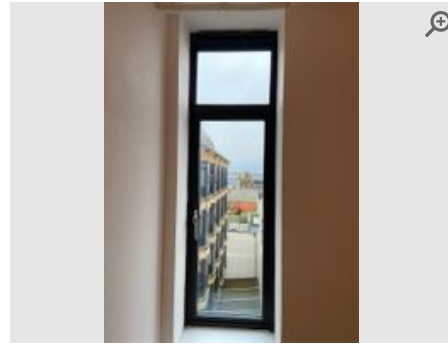
Provided by **Inspector**  
Captured (via App): **31/01/2020 2:35 PM**  
Added **31/01/2020**



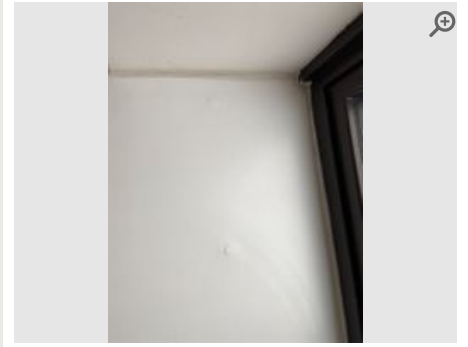
Provided by **Inspector**  
Captured (via App): **31/01/2020 2:35 PM**  
Added **31/01/2020**



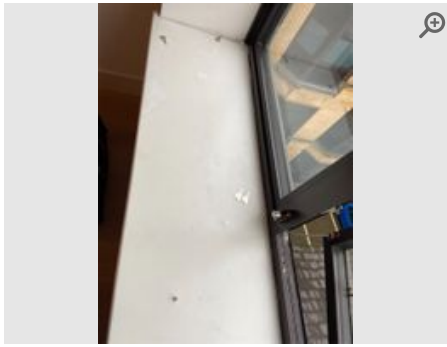
Provided by **Inspector**  
Captured (via App): **31/01/2020 2:35 PM**  
Added **31/01/2020**



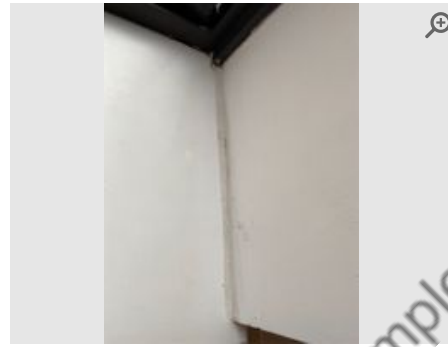
Provided by **Inspector**  
Captured (via App): **31/01/2020 2:35 PM**  
Added **31/01/2020**



Provided by **Inspector**  
Captured (via App): **31/01/2020 2:35 PM**  
Added **31/01/2020**



Provided by **Inspector**  
Captured (via App): **31/01/2020 2:35 PM**  
Added **31/01/2020**

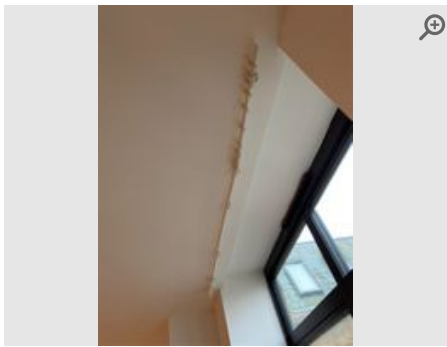


Provided by **Inspector**  
Captured (via App): **31/01/2020 2:35 PM**  
Added **31/01/2020**

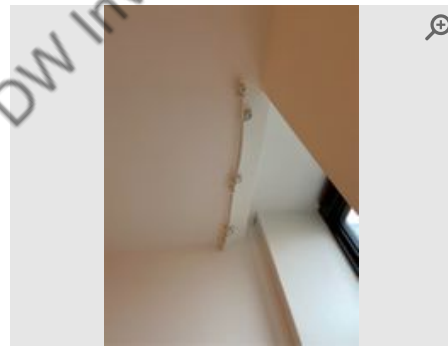
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### Curtains

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Provided by **Inspector**  
Captured (via App): **31/01/2020 2:36 PM**  
Added **31/01/2020**

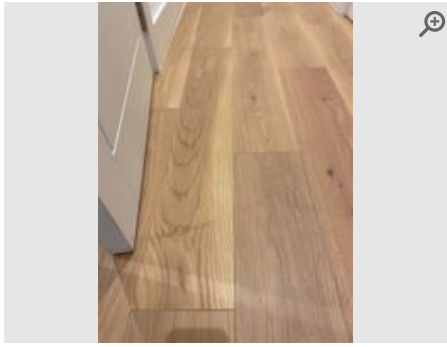


Provided by **Inspector**  
Captured (via App): **31/01/2020 2:36 PM**  
Added **31/01/2020**

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### Floor

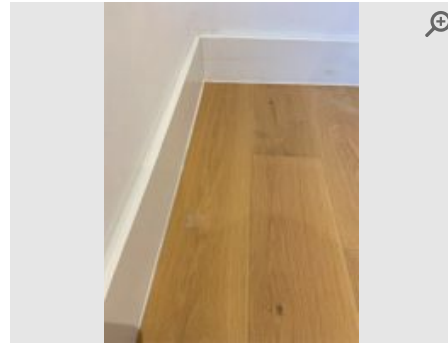
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Provided by **Inspector**

Captured (via App): **31/01/2020 2:40 PM**

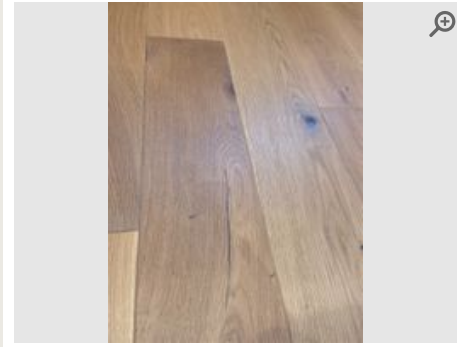
Added **31/01/2020**



Provided by **Inspector**

Captured (via App): **31/01/2020 2:40 PM**

Added **31/01/2020**



Provided by **Inspector**

Captured (via App): **31/01/2020 2:40 PM**

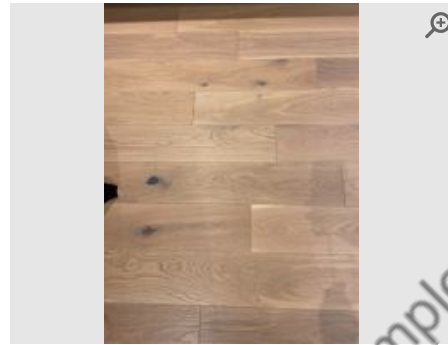
Added **31/01/2020**



Provided by **Inspector**

Captured (via App): **31/01/2020 2:40 PM**

Added **31/01/2020**



Provided by **Inspector**

Captured (via App): **31/01/2020 2:40 PM**

Added **31/01/2020**

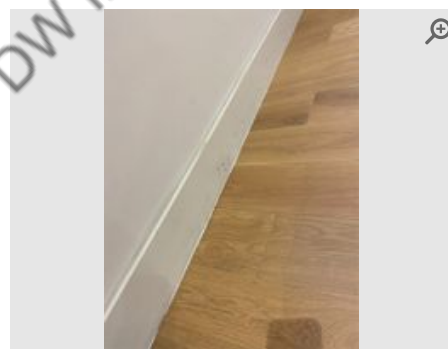
### Skirting Board



Provided by **Inspector**

Captured (via App): **31/01/2020 2:42 PM**

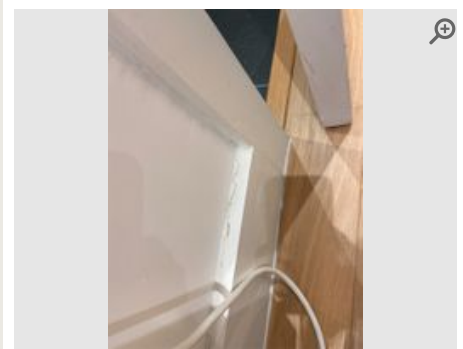
Added **31/01/2020**



Provided by **Inspector**

Captured (via App): **31/01/2020 2:42 PM**

Added **31/01/2020**



Provided by **Inspector**

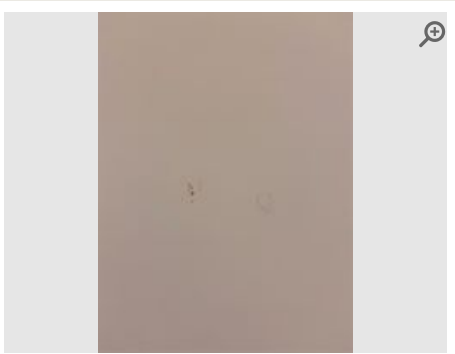
Captured (via App): **31/01/2020 2:42 PM**

Added **31/01/2020**

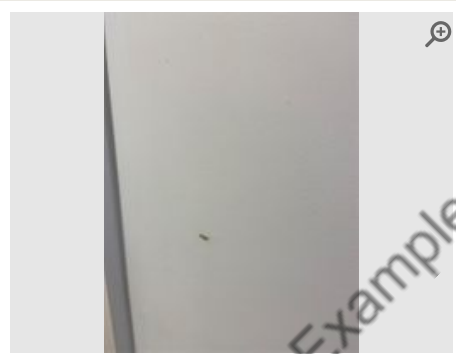


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:42 PM</b>
Added	<b>31/01/2020</b>

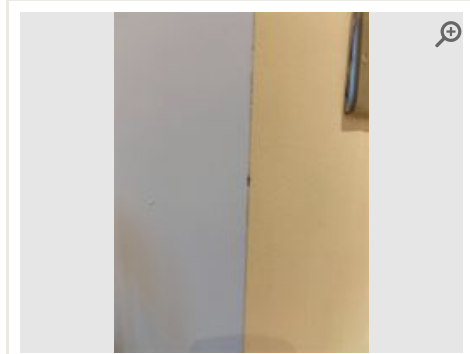
## Walls



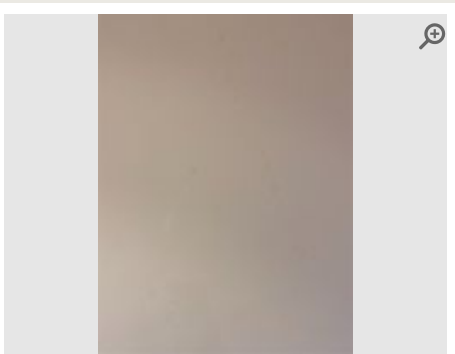
Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:44 PM</b>
Added	<b>31/01/2020</b>



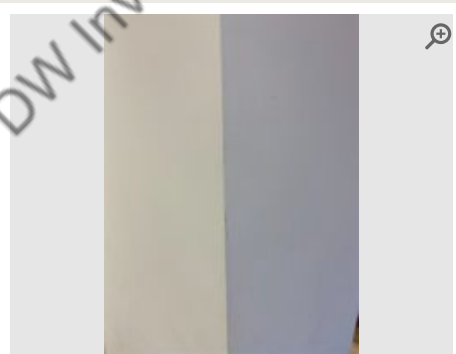
Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:44 PM</b>
Added	<b>31/01/2020</b>



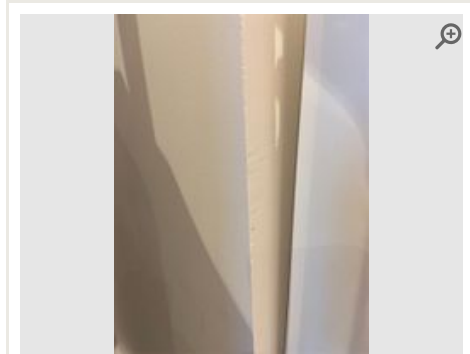
Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:55 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:44 PM</b>
Added	<b>31/01/2020</b>

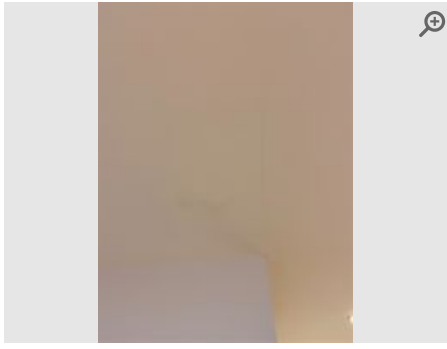


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:44 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:55 PM</b>
Added	<b>31/01/2020</b>

## Ceiling



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:47 PM</b>
Added	<b>31/01/2020</b>

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**Smoke and Carbon Monoxide Alarm**

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Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:50 PM</b>
Added	<b>31/01/2020</b>

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**Radiator**

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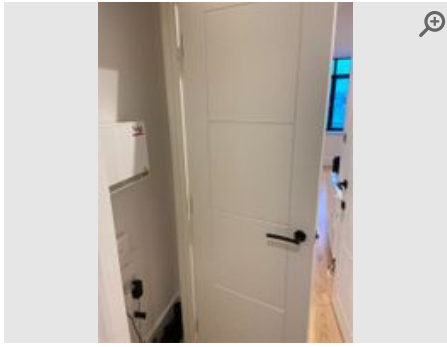
Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:54 PM</b>
Added	<b>31/01/2020</b>

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**Storage Cupboard/Wardrobe**

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DW Inventories Example



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:59 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:59 PM</b>
Added	<b>31/01/2020</b>

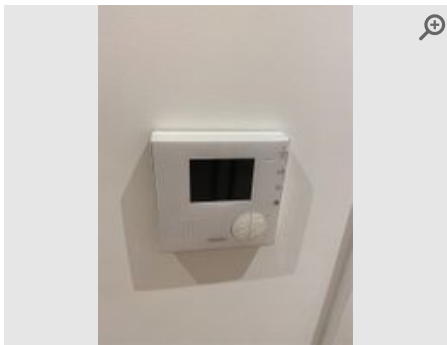


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:59 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 2:59 PM</b>
Added	<b>31/01/2020</b>

**Miscellaneous**



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:01 PM</b>
Added	<b>31/01/2020</b>

DW Inventories Example

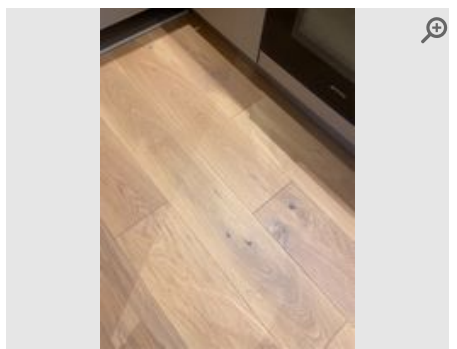
Kitchen				
Item	Description	Condition	Cleanliness	Photos
<b>General Overview</b> 4.1	Clean and tidy. Neutral smell (no smoking or pet odours).	● Good	● Good	📷 1 photo
<b>Floor</b> 4.2	Wood effect; scattered scratches and black marks in front of Oven.	● Fair	● Good	📷 1 photo
<b>Walls</b> 4.3	Part white painted, part black/white/grey tiled; scattered defects to white painted wall opposite Hob, white paint marks to tiles above USB socket.	● Fair	● Good	📷 2 photos
<b>Ceiling</b> 4.4	White painted; 1x line/crack above extractor hood towards centre, 1x white plastic sprinkler with surrounding defective area, 1x stain to centre, poorly decorated around light to far end, paint marks around all lights and 1x fan valve for inline fan	● Fair	● Good	📷 6 photos
<b>Light Fittings</b> 4.5	4x tubular spotlights; all good order.	● Good	● Good	📷 N/A
<b>Smoke and Carbon Monoxide Alarm</b> 4.6	1x white plastic ceiling mounted smoke alarm; tested and sounder heard working.	● Good	● Good	📷 1 photo
<b>Sockets &amp; Switches</b> 4.7	1x chrome quadruple switch, 1x chrome oven switch, 1x chrome double socket, 1x chrome double socket with 2x USB points; good order.	● Good	● Good	📷 N/A
<b>Kitchen Base Units</b> 4.8	5x grey base units (left to right): 1x double base unit with 2x grey doors, 2x white shelves to interior; scattered white marks to exterior, 1x faint stain to right door. 1x base unit with grey door, houses fridge-freezer (covered separately); good order. 1x base unit with grey door, houses sink basin and 2x white plastic single sockets; good order. 1x base unit with grey door, houses dishwasher (covered separately); good order.	● Good	● Good	📷 2 photos
<b>Kitchen Wall Units</b> 4.9	5x wall units (left to right): 1x wall unit with grey door and 2x white interior shelves; good order. 1x wall unit with grey door, houses extractor fan hood (covered by white panel), 1x white plastic single switch with fuse, 1x radiator remote control in sealed box; faint stains to exterior door, scuffs to reverse of door. 1x wall unit with grey door and 2x white interior shelves; minor stain to exterior door. 1x wall unit with grey door and 2x white interior shelves; faint stains to exterior door. 1x wall unit with grey door and 2x white interior shelves; good order.	● Good	● Good	📷 5 photos
<b>Kitchen Drawers</b> 4.10	3x grey drawers: First has grey cutlery compartment to interior; minor marks to front. Second has white interior; minor marks to front. Third has white interior; 1x drip mark to front.	● Good	● Good	📷 3 photos
<b>Kitchen Worksurfaces</b> 4.11	1x granite effect work surface; good order.	● Good	● Good	📷 N/A
<b>Kitchen Sink</b> 4.12	1x chrome sink basin with 1x chrome mixer tap and 1x chrome filter plug; basin is scratched and lightly watermarked, otherwise good order.	● Good	● Good	📷 1 photo
<b>Hob</b> 4.13	1x black 'Smeg' electric hob with 4x rings; faint scratches and smudges, otherwise good order.	● Good	● Good	📷 2 photos
<b>Oven</b> 4.14	1x black and chrome 'Smeg' oven with 2x chrome dials, 1x chrome handle, 1x wire rack and 1x grey tray with wire rack to interior; appears to have been professionally cleaned, good order.	● Good	● Good	📷 2 photos
<b>Extractor Cooker Hood</b> 4.15	1x 'Smeg' extractor cooker hood housed within kitchen wall unit with grey fixings and 2x grey controls; 1x defect to panel covering extractor hood.	● Good	● Good	📷 2 photos
<b>Fridge</b> 4.16	1x 'Smeg' fridge with 1x freezer compartment, 2x glass shelves, 1x vegetable compartment with lid, 3x door trays, 1x ice tray; good order.	● Good	● Good	📷 2 photos
<b>Dishwasher</b> 4.17	1x 'Smeg' dishwasher with 2x grey wire racks, 1x cutlery compartment; good order.	● Good	● Good	📷 2 photos
<b>Miscellaneous</b> 4.18	Professional Cleaning Receipt dated 29/01/2020.	● Good	● Good	📷 1 photo

### General Overview



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:02 PM</b>
Added	<b>31/01/2020</b>

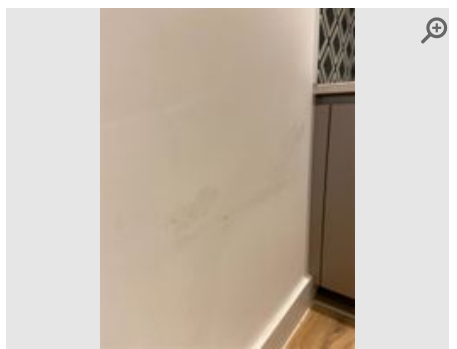
### Floor



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:06 PM</b>
Added	<b>31/01/2020</b>

DW Inventories Example

### Walls

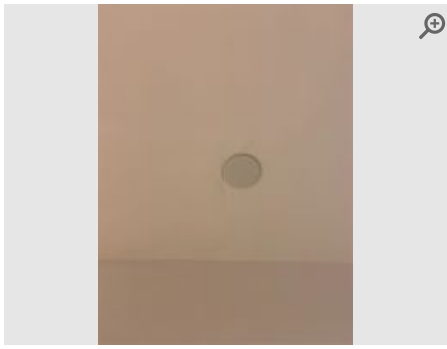


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:09 PM</b>
Added	<b>31/01/2020</b>

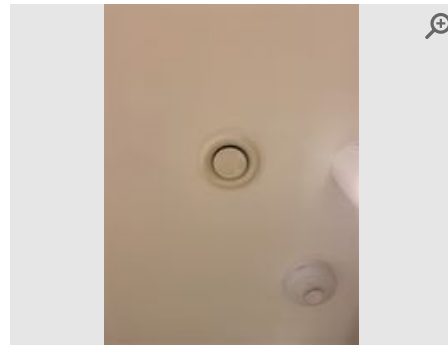


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:09 PM</b>
Added	<b>31/01/2020</b>

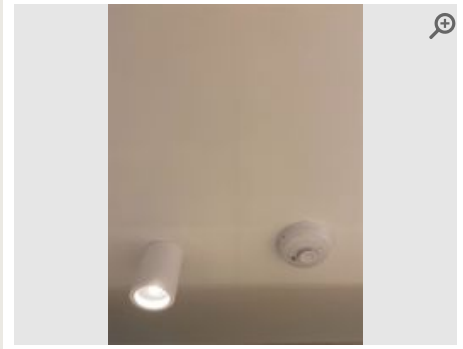
### Ceiling



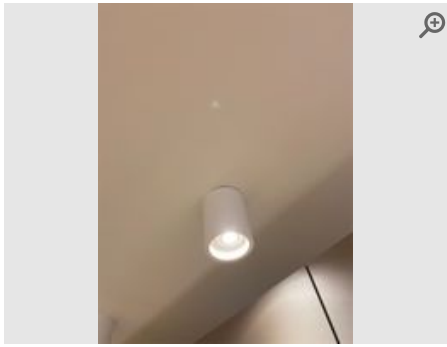
Provided by **Inspector**  
 Captured (via App): **31/01/2020 3:11 PM**  
 Added **31/01/2020**



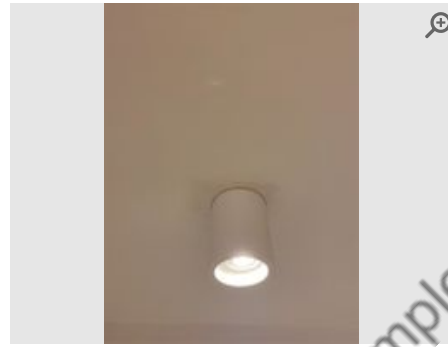
Provided by **Inspector**  
 Captured (via App): **31/01/2020 3:13 PM**  
 Added **31/01/2020**



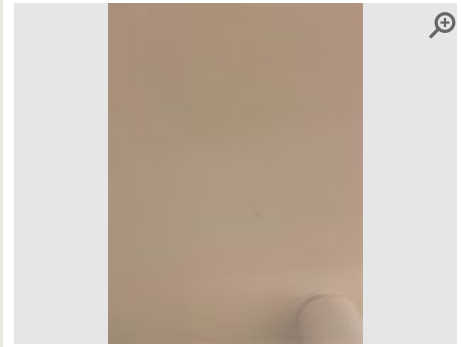
Provided by **Inspector**  
 Captured (via App): **31/01/2020 3:11 PM**  
 Added **31/01/2020**



Provided by **Inspector**  
 Captured (via App): **31/01/2020 3:13 PM**  
 Added **31/01/2020**



Provided by **Inspector**  
 Captured (via App): **31/01/2020 3:13 PM**  
 Added **31/01/2020**



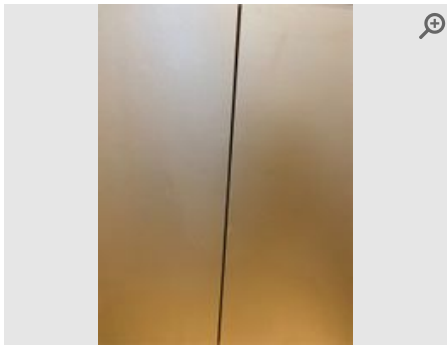
Provided by **Inspector**  
 Captured (via App): **31/01/2020 3:13 PM**  
 Added **31/01/2020**

**Smoke and Carbon Monoxide Alarm**

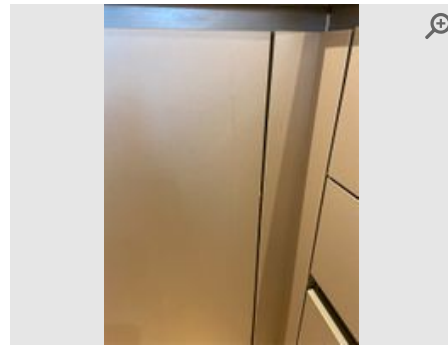


Provided by **Inspector**  
 Captured (via App): **31/01/2020 3:14 PM**  
 Added **31/01/2020**

**Kitchen Base Units**



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:20 PM</b>
Added	<b>31/01/2020</b>

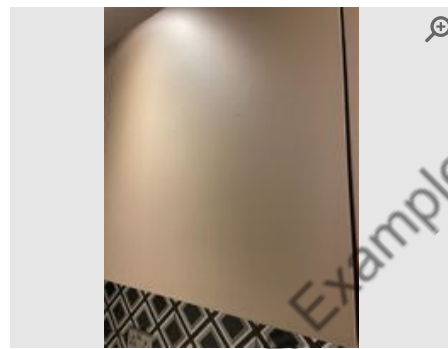


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:20 PM</b>
Added	<b>31/01/2020</b>

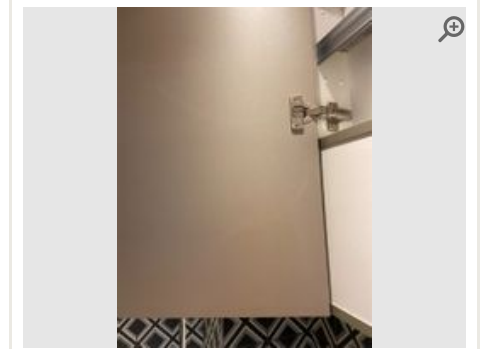
### Kitchen Wall Units



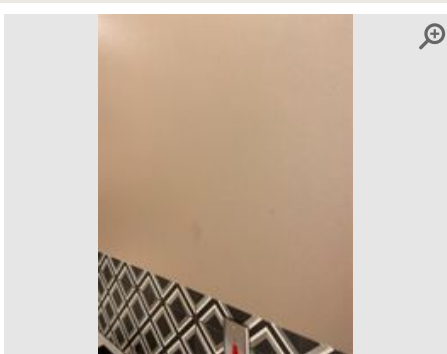
Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:28 PM</b>
Added	<b>31/01/2020</b>



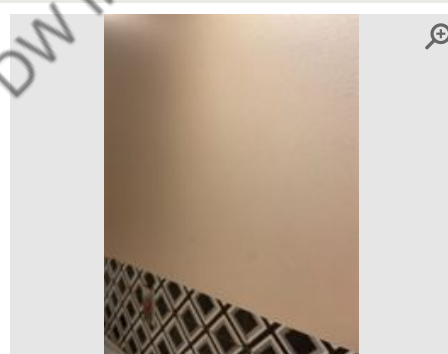
Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:28 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:28 PM</b>
Added	<b>31/01/2020</b>

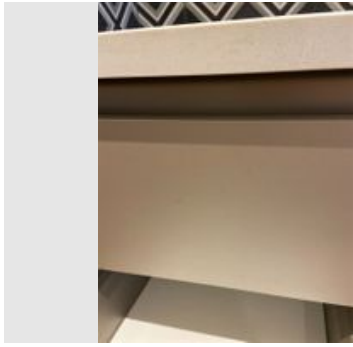


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:28 PM</b>
Added	<b>31/01/2020</b>

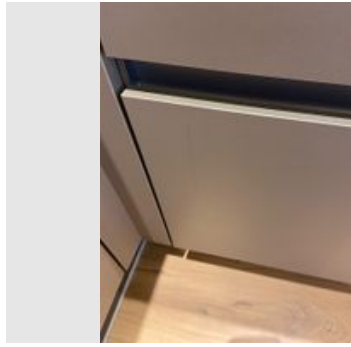


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:28 PM</b>
Added	<b>31/01/2020</b>

### Kitchen Drawers



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:31 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:31 PM</b>
Added	<b>31/01/2020</b>



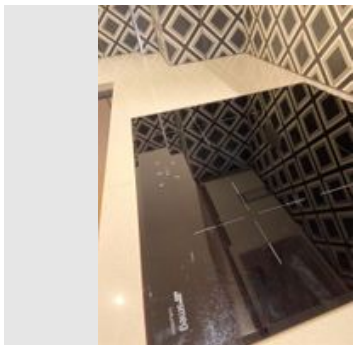
Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:31 PM</b>
Added	<b>31/01/2020</b>

### Kitchen Sink

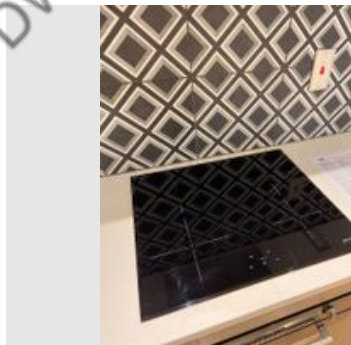


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:33 PM</b>
Added	<b>31/01/2020</b>

### Hob



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:35 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:35 PM</b>
Added	<b>31/01/2020</b>

### Oven

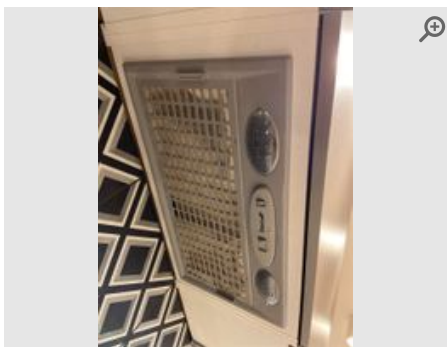


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:37 PM</b>
Added	<b>31/01/2020</b>

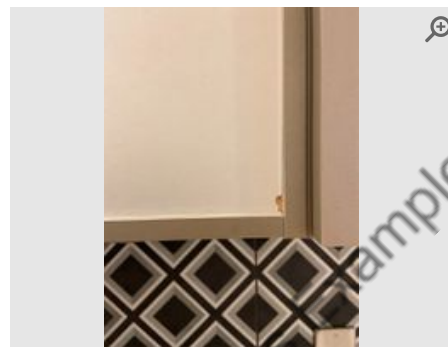


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:37 PM</b>
Added	<b>31/01/2020</b>

### Extractor Cooker Hood



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:40 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:40 PM</b>
Added	<b>31/01/2020</b>

### Fridge



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:43 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:43 PM</b>
Added	<b>31/01/2020</b>

### Dishwasher



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:45 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:45 PM</b>
Added	<b>31/01/2020</b>

### Miscellaneous



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 3:45 PM</b>
Added	<b>31/01/2020</b>

DW Inventories Example

Bathroom				
Item	Description	Condition	Cleanliness	Photos
<b>General Overview</b> 5.1	Clean and tidy. Neutral smell (no smoking or pet odours).	● Good	● Good	📷 1 photo
<b>Outer Surround</b> 5.2	White painted; good order.	● Good	● Good	📷 N/A
<b>Outer Door</b> 5.3	White painted with 4x panels and 1x black handle and 1x reverse black lock; 1x defect to top, 1x drip defect to upper left, scuffs to edge of door.	● Fair	● Good	📷 3 photos
<b>Inner Surround</b> 5.4	White painted; good order.	● Good	● Good	📷 N/A
<b>Inner Door</b> 5.5	White painted with 4x panels and 1x black handle and 1x black turn lock; minor scuffs to upper right.	● Good	● Good	📷 1 photo
<b>Floor</b> 5.6	Black tile effect; slightly grubby to left and right of toilet.	● Good	● Fair	📷 2 photos
<b>Walls</b> 5.7	Part white painted, part black tiles, part mixed brown/grey wood grain effect tiles; scuffs to corner to right of towel rack, 1x defect to white wall to left of doorway, scattered defects to white wall next to toilet, white scuffs to black tiles opposite shower.	● Good	● Fair	📷 4 photos
<b>Ceiling</b> 5.8	White painted; good order.	● Good	● Good	📷 N/A
<b>Light Fittings</b> 5.9	3x white spotlights; good order.	● Good	● Good	📷 N/A
<b>Sockets &amp; Switches</b> 5.10	1x white plastic shaver socket.	● Good	● Good	📷 N/A
<b>Radiator</b> 5.11	1x chrome wall mounted heated towel rail; good order.	● Good	● Good	📷 1 photo
<b>Extractor Fan</b> 5.12	1x white ceiling mounted fan valve for in-line fan	● Good	● Good	📷 1 photo
<b>Shower Cubicle/Screen/Tray</b> 5.13	Shower unit with white tray, 1x chrome plug, 1x glass sliding shower screen with chrome fixings, 1x chrome handle; limescale build up to bottom corners.	● Good	● Fair	📷 5 photos
<b>Shower</b> 5.14	1x wall mounted chrome shower unit with 2x chrome controls, 1x chrome shower pencil handheld showerhead and hose and ceiling mounted showerhead; good order.	● Good	● Good	📷 1 photo
<b>Sink/Basin</b> 5.15	1x white vessel sink mounted on bathroom cabinet with 1x chrome mixer tap and control mounted on bathroom wall and chrome plug; all good order.	● Good	● Good	📷 1 photo
<b>Toilet</b> 5.16	1x white toilet with white lid, white seat, 1x chrome flush mounted on bathroom wall; all good order	● Good	● Good	📷 2 photos
<b>Cabinet</b> 5.17	1x wood effect cabinet with 2x push-to-open drawers and white top surface; good order.	● Good	● Good	📷 3 photos
<b>Mirror</b> 5.18	1x wall mounted mirror above sink; good order.	● Good	● Good	📷 1 photo

### General Overview

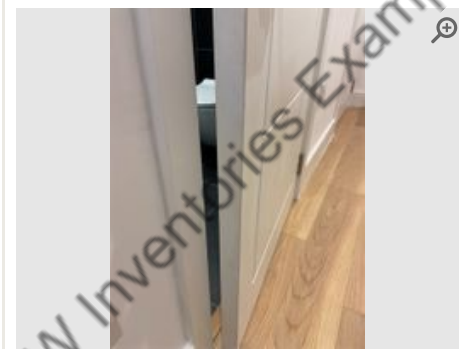


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:01 PM</b>
Added	<b>31/01/2020</b>

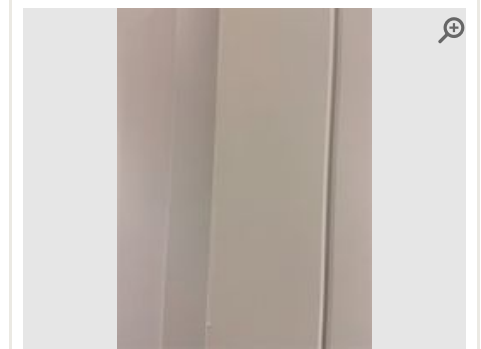
### Outer Door



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:03 PM</b>
Added	<b>31/01/2020</b>

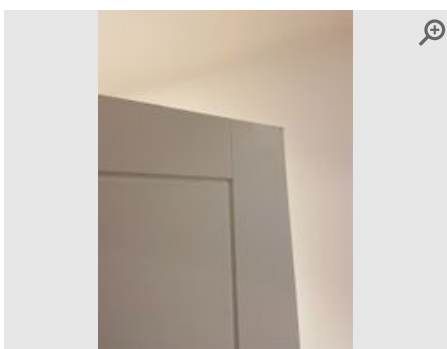


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:03 PM</b>
Added	<b>31/01/2020</b>



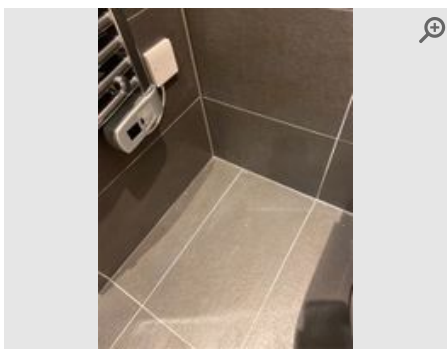
Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:03 PM</b>
Added	<b>31/01/2020</b>

### Inner Door

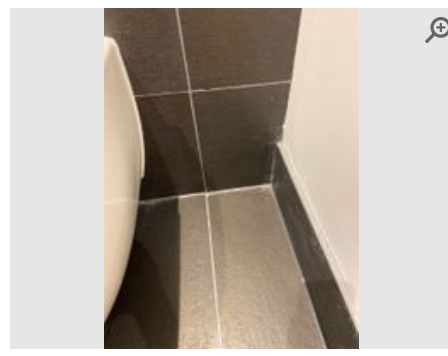


Provided by	<b>Inspector</b>
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Added	<b>31/01/2020</b>

## Floor

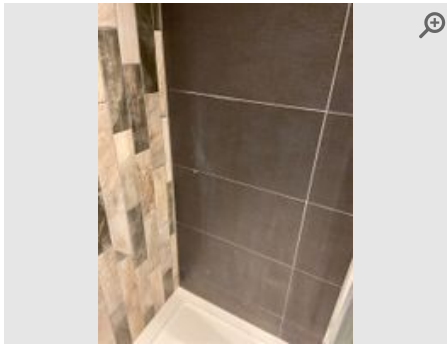


Provided by **Inspector**  
Captured (via App): **31/01/2020 4:06 PM**  
Added **31/01/2020**

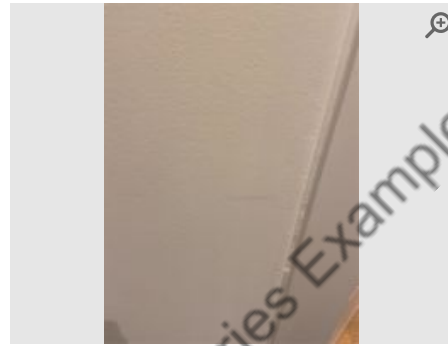


Provided by **Inspector**  
Captured (via App): **31/01/2020 4:06 PM**  
Added **31/01/2020**

## Walls



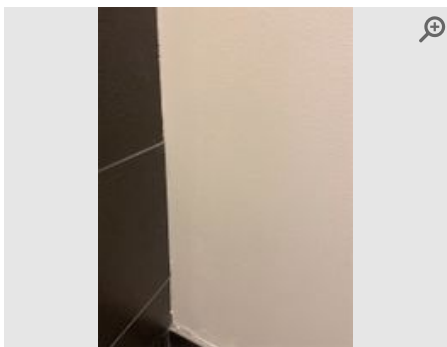
Provided by **Inspector**  
Captured (via App): **31/01/2020 4:10 PM**  
Added **31/01/2020**



Provided by **Inspector**  
Captured (via App): **31/01/2020 4:10 PM**  
Added **31/01/2020**

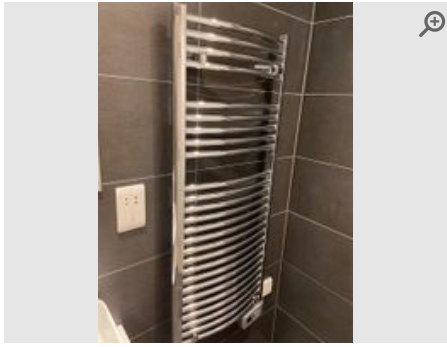


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Captured (via App): **31/01/2020 4:10 PM**  
Added **31/01/2020**



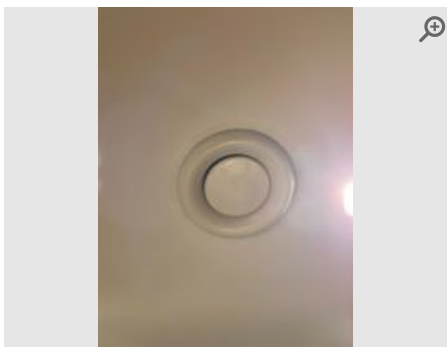
Provided by **Inspector**  
Captured (via App): **31/01/2020 4:10 PM**  
Added **31/01/2020**

## Radiator



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:12 PM</b>
Added	<b>31/01/2020</b>

### Extractor Fan



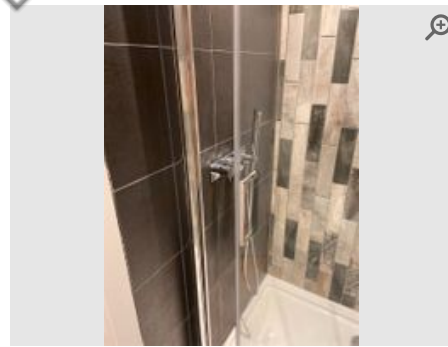
Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:13 PM</b>
Added	<b>31/01/2020</b>

DW Inventories Example

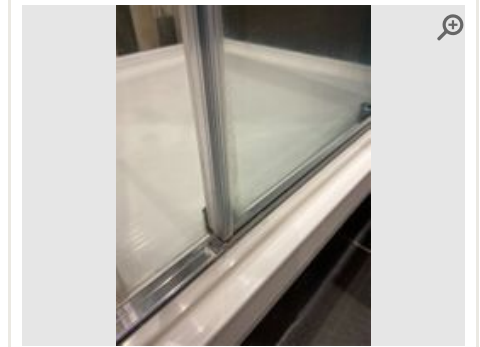
### Shower Cubicle/Screen/Tray



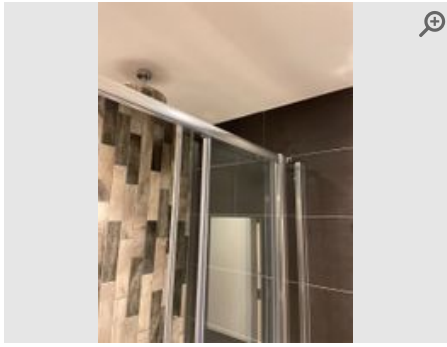
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Added	<b>31/01/2020</b>



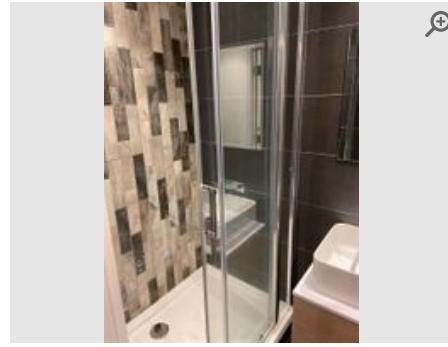
Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:16 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:16 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:16 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:16 PM</b>
Added	<b>31/01/2020</b>

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### Shower

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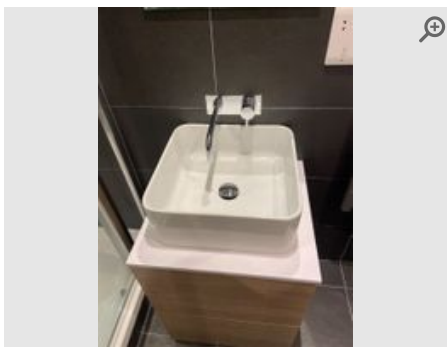
Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:17 PM</b>
Added	<b>31/01/2020</b>

DW Inventories Example

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### Sink/Basin

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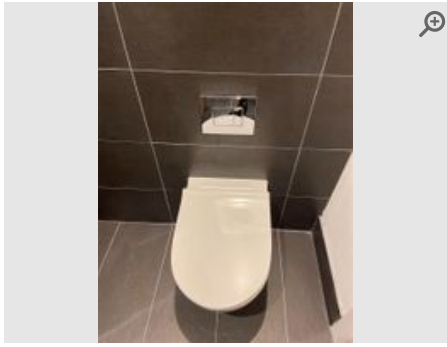


Provided by	<b>Inspector</b>
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Added	<b>31/01/2020</b>

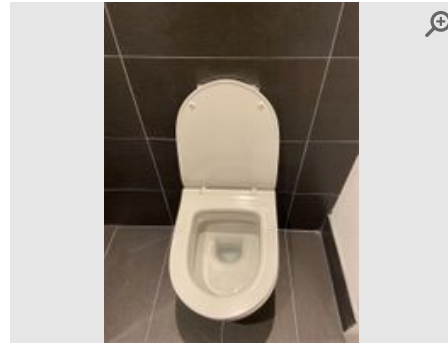
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### Toilet

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Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:18 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:18 PM</b>
Added	<b>31/01/2020</b>

### Cabinet



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:19 PM</b>
Added	<b>31/01/2020</b>

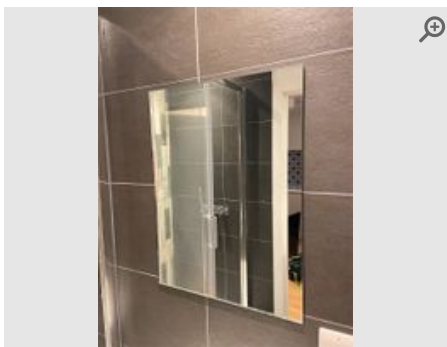


Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:19 PM</b>
Added	<b>31/01/2020</b>



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:19 PM</b>
Added	<b>31/01/2020</b>

### Mirror



Provided by	<b>Inspector</b>
Captured (via App):	<b>31/01/2020 4:19 PM</b>
Added	<b>31/01/2020</b>


# Declaration

## Was the tenant present during the inspection

NO

I hereby confirm approval of the accuracy and contents of the information contained within this report and my responses (if/where provided). I have also read, understood and agree to the disclaimer information contained within this report. I hereby confirm that the test function button of any smoke and carbon monoxide alarms (where present) in my property are/were in working order (alarm sounds when pressed) at the start of my tenancy. I also understand that it is my responsibility to ensure that any smoke or carbon monoxide alarms are tested and batteries replaced (where required) during my tenancy. Furthermore, in the event any such alarm becomes faulty, I will inform my Letting Agent/Landlord with immediate effect to arrange a replacement.

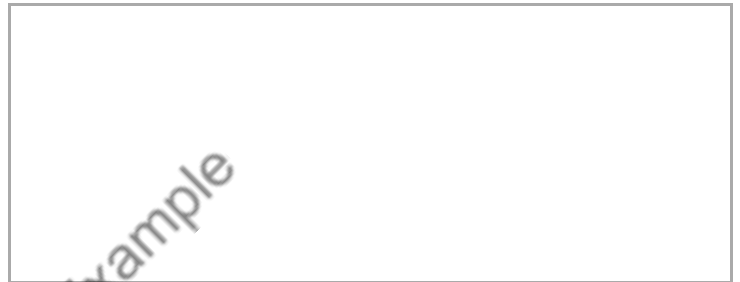
## Inspector Signature



**Name:**  
Dominic West

**Date:**  
31/01/2020 at 10:42pm

## Tenant Signature



Hand-written signature required  
(digital signature not provided).

**Print name:**

**Date:**

DW Inventories Example

## Disclaimer

The term 'Inspector' is used hereafter to define the R&L Inventory Clerk who is responsible for completing this property report. It is the duty and ultimate responsibility of the Letting Agent/Landlord and Tenant to agree upon the accuracy of this report.

This report has been prepared by an inspector who is not an expert in buildings, furnishings, decorations, woods, antiques or a qualified surveyor.

This report relates only to the furniture and all the landlord's equipment and contents in the property. It is no guarantee, or report on, the adequacy of, or safety of, any such equipment or contents, merely a record that such items exist in the property at the date of preparing the report and the superficial condition of same.

The inspector will not take water readings unless the meter is clearly visible within the property or attached to an exterior wall at low accessible level.

Windows throughout the property have not been tested for function or operation. Descriptions are purely based on the superficial appearance of windows, frames and locks. The inspector can accept no liability arising from any failure of the windows or parts thereof to function properly at all.

Inspectors do not check gas or electrical appliances and give no guarantee with regard to the safety or reliability of such items. It should be noted that inspectors are not required to inspect smoke or carbon monoxide alarms, testing such alarm 'test functions' may occur. However, this is no guarantee, or report on, the adequacy of these alarms. It is merely a record that batteries were present (if tested) upon completion of this report.

The inspector cannot undertake to move heavy items of furniture or to make searches in inaccessible locations such as loft spaces, cellars, locked rooms and high level cupboards, or to unpack items. Inspectors reserve the right not to handle or move items deemed to be fragile or valuable. In addition, the inspectors reserve the right not to handle items that may be of a health hazard and to generalise/summarise on such items deemed to be unsuitable for further inspection.

### Furniture and furnishings (Fire) Safety Regulations 1988 – (1993)

The fire and safety regulation regarding furnishings, gas, electrical and similar services are ultimately the responsibility of the instructing principle. Where the report notes "Fire Label Present", this should not be interpreted to mean the item complies with the "furniture and 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" published by the Department of Trade and Industry January 1997 (or subsequent date). It is not a statement that the item can be considered to comply with the regulations.

## Guidance Notes to Tenants

### What should I know about the check-out process?

At the beginning of the tenancy it is important to note any specific discrepancies on the report that you do not agree with i.e marks on walls, carpets, etc. If no such additional notes are made, the report will be deemed as accepted as read.

The condition of the property at the start of the tenancy, as described in the report will be compared to the condition of the property at the end of tenancy.

A 'Check-Out' report will be conducted to determine any changes to the report. The tenant should gain permission from the Letting Agent/Landlord if they wish to remove or store any items during the tenancy and this should be confirmed in writing by the Letting Agent/Landlord.

The inspector cannot undertake to move heavy items of furniture or to make searches in inaccessible locations such as loft spaces, cellars, locked rooms and high level cupboards, or to unpack items. Inspectors reserve the right not to handle or move items deemed to be fragile or valuable. In addition, the inspector reserves the right not to handle items that may be of a health hazard and to generalise/summarise on such items deemed to be unsuitable for further inspection.

## What should I know before the check-out report is created?

All items should be returned to their original position (as detailed on the report); this includes stored or boxed items not used during the tenancy. Any items listed as 'Item Missing' can often result in a replacement cost or a charge being made. Letting Agents/Landlords may also charge for the removal of unapproved items left by a tenant at the end of the tenancy that were not included in the original report.

At the time of the property 'Check-Out' all personal items (including consumable items) should have been removed and cleaning of the property completed. Generally, no further cleaning is permitted once the 'Check-Out' inspection has commenced. Tenants should be advised of the date and time of the 'Check-Out' and provide access, or let the appointed inspector know the details of their departure of the property. Additional costs are sometimes charged by Letting Agents/Landlords if the inspector is not able to complete the 'Check-Out' inspection due to the tenant not being ready to vacate or if they are delayed.

The 'Check-Out' report is advisory and is based on information available to the inspector at the time of the 'Check-Out'. It must not be treated as a final statement of tenant responsibility. It remains the responsibility of the Letting Agent/Landlord and Tenant to fully agree any issues and/or deductions (if any) from the deposit.

### Issues to look out for during the tenancy...

#### Cleaning

Soiling is not considered to be 'Fair wear & Tear', (as defined by the House of Lords as 'reasonable use of the premises by the tenant and the ordinary operation of natural forces, i.e; the passage of time). Generally speaking, tenants are liable for the property to be cleaned to the same standard as detailed in the report at the start of the tenancy.

#### Soft Furnishings

Excessive discolouring which cannot be attributed to sun bleaching and/or the passage of time, soiling or damage may result in repair or cleaning costs being charged to tenants. Discolouration due to smoke, staining, burns or tears to curtains may also incur costs.

#### Flooring

Carpets should either be professionally cleaned or vacuumed including edges and corners depending on the level of soiling and/or the terms of tenancy agreement. Receipts for professional cleaning should be given to the inspector at the time of the 'Check-Out' inspection. Hard floors require sweeping and mopping where necessary (in accordance with any specialist cleaning materials/advice provided by the Letting Agent/Landlord). Tenants are often charged by the Letting Agent/Landlord for repairs or replacement costs due to soiling, staining or damage such as cigarette or iron burns.

## Decoration

As specified in the majority of tenancy agreements, tenants should gain signed, written permission (keep a copy) from the Letting Agent/Landlord prior to putting nails, pins and other fixtures into walls and ceilings and should avoid the use of tac or tape. Additional marks/fittings are often noted at the 'Check-Out' and any damage or repair work required is often charged to tenants by Letting Agents/Landlords.

## Beds & Linen

Mattresses, divan bases, pillows, and duvets are often inspected for soiling where practically possible. Costs may be incurred by tenants for clearing, compensation or a percentage of the replacement charge by the Letting Agent/Landlord in the event that any such items are soiled beyond that noted to the report. Beds should not be made up at the time of the 'Check-Out' inspection and any linen should be left clean, pressed and folded.

## Kitchen Surfaces and Sinks

Kitchen surfaces and sinks are often inspected for knife cuts, cup marks, scorch and burn damage. Using appropriate items such as chopping boards and heat pads will help prevent damage.

## Crockery, Chinaware, Kitchen Utensils

These items are often checked for soiling, chips and damage. If damage has occurred that is not considered as consistent with 'fair wear and tear', compensation or replacement costs may be incurred by the tenant.

## Keys

All keys listed in the report should be kept safe and handed back at the 'Check-Out'. When keys get lost or are not returned to the Letting Agent, Landlord or inspector, tenants are often charged for replacement keys or possibly for the changing of locks. Any additional keys cut during the tenancy should also be returned to the agent.

## Gardens & Exterior Areas

Most tenancy agreements state that the tenant is responsible for the maintenance of gardens and exterior areas such as driveways unless agreed in writing otherwise. This includes the cutting of lawns, weeding and maintaining the garden, paths, driveways, flowerbeds etc according to the season. If the standard is found to be below the condition as detailed to the report, (with consideration given for a change in season) tenants are often charged for necessary work to bring the affected area back the required level.