



Inventory and Check In

PROPERTY ADDRESS

123 Sample Street
Sample City
Sampleshire
AB1 2CD

CONDUCT DATE

March 29th 2021

PRODUCED BY

Clerky Clerk

ON BEHALF OF

Mr Example

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Notes

SRP Inventories cordially reminds tenants of the following on conclusion of the Tenancy:

1. Inventory

A full check will be made of the inventory. All personal possessions should be removed before Check Out and the property prepared. This includes returning all keys. Should the property not be prepared for Check Out, the appointment will be cancelled and a re-scheduling charge made. In order to avoid any charges for misplaced property or for time spent locating and repositioning items, all furniture and other items should be returned to their original locations in line with the inventory. This includes any items that may have been packed away and placed in storage.

2. Cleaning

It is a requirement that a thorough, in-depth end of tenancy clean of the property is undertaken to a professional standard. In order to avoid unfavorable Check Out reports and considerable charges for further cleaning, if tenants choose to undertake the cleaning themselves, they should consider the following:

- Has lime scale build-up on taps, shower heads and waste fittings been removed?
- Have ceramic kitchen and bathroom tiles been thoroughly cleaned?
- Has burnt on food and grease been cleaned from ovens, wire racks, hobs and grill pans?
- Have kitchen cupboards and drawers been cleaned inside and out?
- Have detergent dispensers and filters of washing machines, tumble dryers and dishwashers been cleaned and cleared?
- Has the paint work on skirting boards, architraves and picture rails been cleaned?
- Have the windows and frames been cleaned, inside and out?
- Have air vents and extractor fans been cleared?
- Have light fittings including shades been cleaned and any non-functioning bulbs replaced?
- Are carpets and flooring clean and free from stains?
- Has upholstery been thoroughly cleaned and any stains removed?
- Have curtains been dry cleaned or laundered and blinds cleaned?
- Have linen and towels been freshly laundered?

The inventory will be checked during Check Out and a note made of any inconsistencies with the original. Allowances for "fair wear and tear" will be made and outside of these, where necessary, the tenant will be liable for the cost of repairs, replacements, cleaning or making good. Typical discrepancies may include:

Carpets: stains, spots, tears, heavy shading, burns

Flooring: damage from heavy usage, scratches or scrapes, stains, burns

Furniture: spoiling, tears, scratches, chips, dents, breaks, stains, water or liquid marks or rings

Curtains: tobacco discoloration, tears, not freshly cleaned

Walls: chips, tobacco discoloration, stains, holes from picture hooks, blue tack marks

Woodwork: chips, dents, scratches, tobacco discoloration

Fireplace: non-permitted use, mantelpiece and hearth damage, un-swept chimneys

Mattresses: soiling, staining

Linen: staining, soiling, tears, not freshly laundered

Gardens: un-swept or un-weeded patios, lawns, paths or driveways, un-maintained borders or bushes, etc.

There is an expectation that the property will be left at a similar level of cleanliness as described in the original inventory, in particular relating to material items. An unsatisfactory level of cleaning will normally lead to most landlords or managing agents engaging a contract cleaner, the cost for which will be deducted from the deposit.

3. Carpets

Generally there will be a requirement to have carpets professionally cleaned but this depends on the agreement and/or length of tenancy. Any costs to professionally remove staining or soiling will be charged to the tenant and compensatory charges will be made to cover any damage such as cigarette burns. If carpets are deemed damaged beyond repair and need to be replaced, the tenant will be liable for part or all of the cost of replacement.

4. Crockery, Glassware, China and Utensils

All crockery, glassware and kitchen utensils, etc. should be properly cleaned and readily accessible. Items will be examined for soiling, cracks, stains, chips, burn marks, pans with loose handles, etc. Any items that were packed away during the tenancy duration should be unpacked, cleaned and reinstated in the original location.

5. Decorations

General wear and tear, such as a few marks and scuffs on woodwork and walls, is usually acceptable. However, any excessive marking will be noted in the Check Out report. This might include marks caused by picture hooks, crayon or pencil marks, wallpaper tears, excessive rubbing of furniture, large chips to woodwork, etc.

6. Beds

Beds should not be made up for Check Out so that they can be easily examined. Beds together with their bases, mattresses and pillows will be examined for damage, soiling and staining that were not previously recorded in the inventory. The cost of any cleaning required will be the responsibility of the tenant, as will part or all of the cost of any necessary replacement. Any linen and bedding should be laundered and pressed and placed in the appropriate storage location.

7. Furniture

Checks will be made on polished furniture for soiling, scratches, ring marks, burns and damage to joints and any discrepancies recorded in the Check Out report. As repair and re-polishing costs can be high, it is in the tenant's interest to take steps to protect furniture by using table cloths and mats, etc.

8. Soft Furnishings

Soft furnishings should be found in a similar condition on Check Out as they were when the tenancy commenced. Charges for repair or replacement may be deducted from a tenant's deposit and any staining, soiling or excessive damage will incur professional cleaning charges. Tenants are therefore reminded to take steps to protect soft furnishings as far as is practicably possible.

9. Keys

All keys listed on the inventory must be available on Check Out and clearly labelled ready to hand back. Any further sets of keys made during the tenancy should also be returned. Throughout the duration of the tenancy, keys should be kept safe. In the event that any keys are lost, there may be a charge to the tenant to replace the locks.

10. Gardens

If a gardener has not been employed by the Landlord, it will be the responsibility of the tenant to maintain the garden. Garden maintenance includes the cutting and weeding of lawns, weeding of beds and seasonal upkeep. The trimming of bushes and shrubs

may be included but should be confirmed with the Managing Agent before proceeding in case specialist treatment is required. All garden waste must be disposed of by appropriate means and in line with local authority guidelines.

Disclaimers

Only the furniture, furnishings and all contents and equipment in the property that belong to the Landlord are covered by this inventory report. This report does not constitute any guarantee of or report on the safety or adequacy of any such contents or equipment. It serves purely as a record of the superficial condition of the items and that they exist in the property on the date of preparation of the inventory report. The person responsible for preparing this inventory report is not a qualified surveyor neither are they an expert on antiques or materials, etc. The report should not be construed as a structural survey report or used as an accurate description of every item of furniture or equipment, etc. Please check the inventory thoroughly. Whilst every care is taken in carrying out all of our inventories and checkouts, we cannot be held liable in the event of errors or omissions.

In accordance with the Smoke and Carbon Monoxide Alarm (England) Regulations 2015, the landlord is required to have at least one smoke alarm installed on every storey of their properties and a carbon monoxide alarm in any room used as living accommodation containing a solid fuel burning appliance (e.g. a coal fire or wood burning stove). It is also recommended, although not a legal requirement, that any rooms containing gas or oil burning appliances are fitted with carbon monoxide alarms. After that, the landlord must make sure the alarms are in working order at the start of each new tenancy.

This section sets out the presence and location of smoke or carbon monoxide alarms and whether they were tested for power supply. If no alarm is found where it is believed there should be one, this will be stated in the notes as an observation. Only alarms that can be accessed safely will be tested by SRP Inventory clerks. Disclaimer: Where the inventory notes the presence of smoke and carbon monoxide alarms, if tested by SRP Inventories, this will be for power supply and should not be interpreted to mean that these items are fully working and that the property complies with the 2015 regulations. SRP Inventories take no responsibility for damage or malfunction during the testing of such alarms.

1. Exterior Front

Ref	Name	Description	Condition	Additional Comments
1.1	Doormat	Loose coir doormat	Flattened with use; Slightly fraying to the corners; Generally intact; Worn consistent with age;	
1.2	Electricity Meter	Wall mounted electricity meter in white plastic casing with lock	Casing is intact; Interior worn consistent with age; Interior fixtures and fittings are intact;	
1.3	Front Doorframe Exterior	White painted wooden	Generally in good condition; Number of odd chips and damage have been painted over near the lock areas; No major damage visible;	
1.4	Threshold	Dark stained wooden threshold; White painted wooden to either side	Worn consistent with age; Light scuffs and marks; Light scratches and scrapes to the top; White painted areas are in good condition;	
1.5	Front Door Exterior	White painted panelled wooden door; Brass numeral '50'; Brass spyhole with glass cover; Brass union lock with fingerplate; Brass letterbox and flaps; Further lower level silver E*S lock with a brass surround	All of the metal is quite scratched and tarnished with age, but intact; Lower lock is new; Letterbox is quite scratched to either side, but intact; Woodwork is in good order; Locks are in working order;	
1.6	Front Doorframe Interior	White painted wooden; Silver metal security chain; White receptacle for the top lock	In good condition; Painted over hairline cracking seen to the edges; Some recent settlement cracking to the edges; All the fittings are paint marked; Receptacle is scuffed to the centre with normal use; Receptacle has been painted over;	
1.7	Front Door Interior	White painted panelled wooden door; Reverse of spyhole with brass trim; White painted night latch to the reverse of the top lock; Silver metal security chain receptacle; White plastic letterbox trim with black plastic draught excluder; Brass fitting with a silver metal thumb lock to the lower level	Paintwork is in good condition; All the fittings slightly tarnished and scratched with use, but no major damage; Thumb lock has been recently installed; No cover present to the spyhole;	

1. Exterior Front (Cont.)



Ref #1



Ref #1



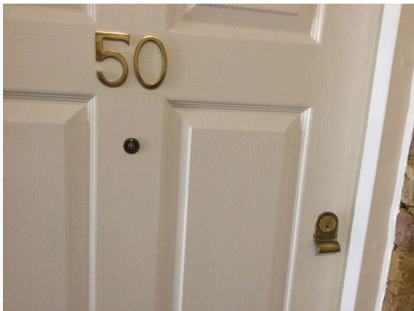
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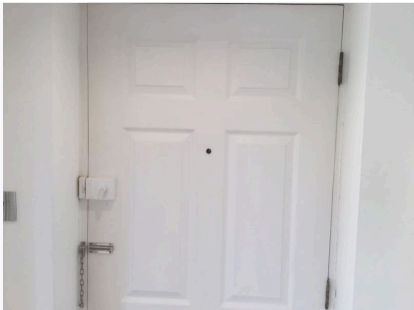
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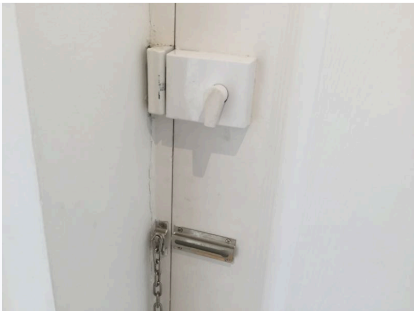
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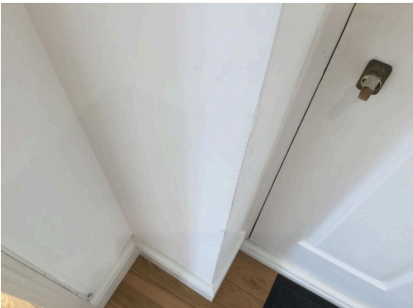
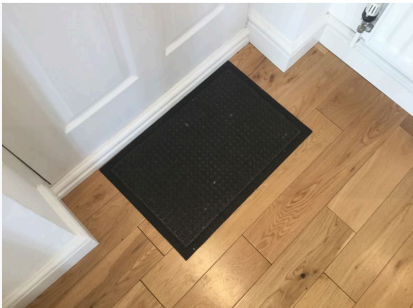

2. Hallway

Ref	Name	Description	Condition	Additional Comments
2.1	Flooring	Solid oak floorboards	Numerous small gaps appearing throughout; Lots of small scratches and heel indentations visible in numerous areas; Many of the boards are very creaky; 10cm drag line between bedroom 2 and the cupboards; 5cm black scratch visible towards the living area, otherwise generally in good order with minor usage marks;	
2.2	Woodwork	White painted wooden skirting	Number of patchy touch up marks visible in places, but generally in good condition; White cables trailed across the facing wall and over the doorframes;	
2.3	Walls	White painted	Number of touch up marks are visible to the paintwork;	
2.4	Ceiling	White painted textured finish; White painted coving	In good condition; Small nail head pop visible near the loft hatch;	
2.5	Loft Hatch and Frame	White plastic	Finger marked around the edges; Intact throughout;	
2.6	Lighting	4 x Ceiling mounted chromed spotlights	All are tested and working; Some of the paintwork is slightly chipped around the fittings;	
2.7	Smoke Alarm 1	1 x Ceiling mounted white plastic battery powered smoke alarm	Please see end of report for alarm testing results;	
2.8	Smoke Alarm 2	1 x Ceiling mounted cream plastic battery powered smoke alarm	Please see the end of the report for alarm testing results;	
2.9	Heating	White panelled metal radiator; Cap and thermostat are complete	Generally in good condition; Some painted over scuffing visible to the front;	
2.10	Doormat	Loose black rubber and black fabric doormat	In good condition; Lightly marked with use; No major damage;	
2.11	Mirrors	2 x Wall mounted wavy mirrors with no frames and metal clips	Both are intact; Both are secure;	

2. Hallway (Cont.)

2.12	Thermostat	Wall mounted cream plastic DRAYTON thermostat	Sticker removal marks to the front; Unit is intact, but slightly discoloured with age;	
2.13	Switches and Sockets	Silver metal plated switches and sockets as fitted	Single socket to the facing wall right hand side is slightly loose to the front fascia, otherwise in very good order throughout;	
2.14	Entry phone	Wall mounted, cream plastic BPT entry phone with a display panel	Phone is slightly discoloured with age; Phone is secure to the wall; Something feels slightly loose inside the receiver; Receiver appears to have a crack to the top corner; Scuffs and usage marks seen to the top; Entryphone not tested;	
2.15	Cupboard 1	White painted panelled wooden door; Chrome push down handles to either side; White painted wooden doorframe; Continuation of flooring from the hallway; Light wooden threshold strip; Cream painted wooden skirting; White painted walls; White painted textured ceiling; Wall mounted grey fuse box with plastic cover; 5 x Hardboard shelves; 2 x Wall mounted double chromed hooks; Copper pipework with a gas shutoff valve and water shutoff valve present to the flooring; Loose aluminium loft pole with a plastic hook; 2 x Double chromed hooks to the interior of the door	Exterior of the door and frame are in good condition; Exterior handles feel quite tough to use, but are working; Handles are of different types; Interior of the door is quite discoloured and has lots of blue and black scuff marks; Few chips seen to the interior edges of the door; One of the hooks to the interior of the door is slightly loose; Doorframe is quite discoloured and lightly chipped to the interior edges; Threshold lightly scuffed and marked; Woodwork discoloured with age; Right hand side hook is very loose from the wall; Left hand side hook is very loose from the wall; All of the shelves have stains and general usage marks; All of the walls have a few very minor usage marks, but generally appear recently touched up to the paintwork; Few patchy touch up marks are visible;	

2. Hallway (Cont.)

2.16	Cupboard 2	<p>White painted panelled wooden door;</p> <p>Chrome push down handles;</p> <p>White plastic vent;</p> <p>2 x Double chromed hooks to the interior;</p> <p>White painted wooden frame;</p> <p>MDF and hardboard flooring;</p> <p>Cream painted wooden skirting;</p> <p>White painted walls;</p> <p>White painted textured ceiling;</p> <p>White painted wooden shelf;</p> <p>Light wooden slatted shelf;</p> <p>Black plastic water tank;</p> <p>Large POWERMAX 135 hot water system</p>	<p>Exterior of the door and frame are in good condition;</p> <p>Handle is quite tough to use and does not appear to be sitting completely horizontally;</p> <p>5 x Large drilled holes visible to the top and bottom of the door to the interior;</p> <p>5cm area of heavy chipping to the interior edge of the door;</p> <p>2 x Screws to the inner middle of the door;</p> <p>Both of the hooks are secure;</p> <p>2 x Plastic vent covers appear to be missing to the interior;</p> <p>Door handles are of different types;</p> <p>Flooring slightly water marked and paint marked with age and use;</p> <p>Walls and skirting lightly marked with no major damage visible;</p> <p>Upper wall areas appears recently touched up to the paintwork;</p> <p>Light wooden shelf not fully attached;</p> <p>Water system is not tested, but appears to be in good condition;</p> <p>All fixtures and fittings intact where visible;</p>	
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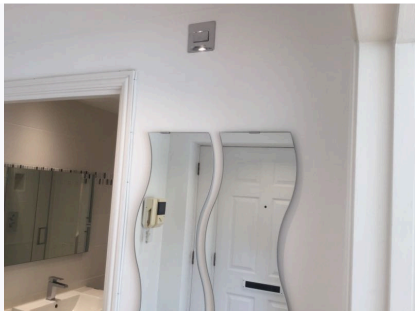
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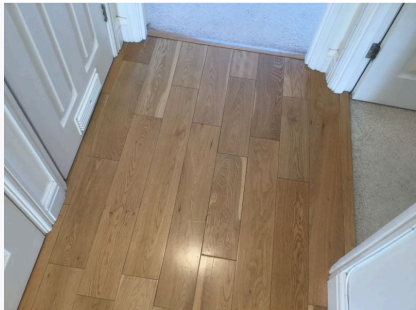
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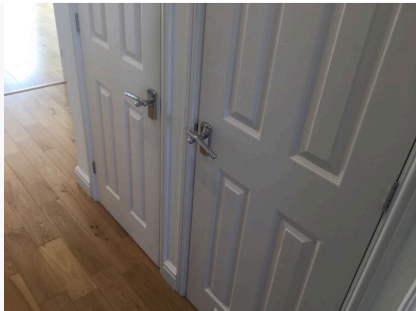
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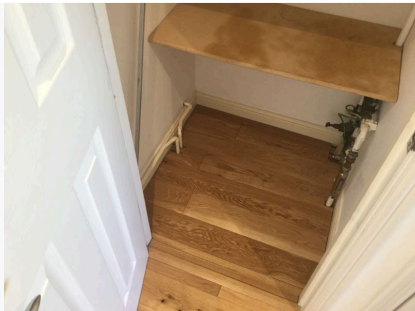
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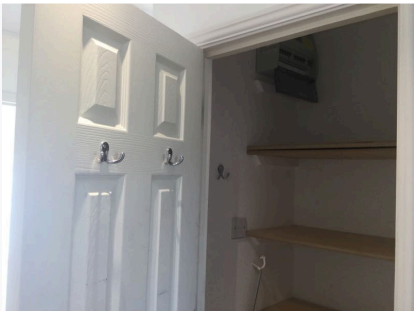


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2. Hallway (Cont.)



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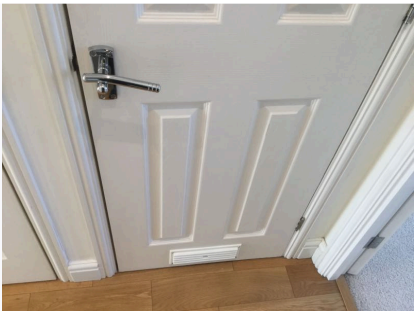
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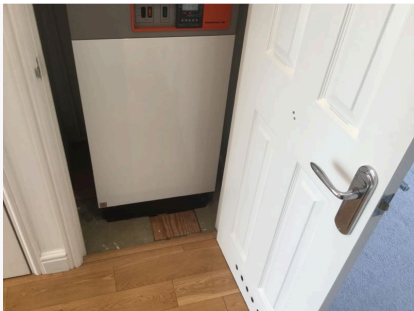
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3. Bedroom 1

Ref	Name	Description	Condition	Additional Comments
3.1	Door	White painted panelled wooden door; Chromed push down handles	Paintwork is in good condition; Handles slightly tough to use, but working; Very tiny recent chip visible to the interior edge above the interior handle;	
3.2	Doorframe	White painted wooden	Lightly scuffed around the receptacle; Small black scuffs and marks visible to the top; Small grey scratches seen to the top exterior; Few recent brushed strokes visible to the exterior; Interior edges are generally slightly discoloured with age;	
3.3	Threshold	Solid light wooden threshold	Intact; Very lightly scuffed with use;	
3.4	Flooring	Beige fitted carpet	Minor discolouration visible to the edges; Quite flattened on entry with use and age; Number of very faint residue marks remaining; Minor furniture indentation marks are present;	
3.5	Woodwork	Off-white painted wooden skirting	General light marks and discolouration present;	
3.6	Walls	White painted	Generally in good order; Various old marks visible from underneath the paintwork; Paint finish is slightly patchy around the light switch; Few recent lower level rubs and marks;	
3.7	Ceiling	White painted with textured finish	In good condition;	
3.8	Lighting	8 x Ceiling mounted spotlights with chromed trim	All are in working order;	
3.9	Heating	White panelled metal radiator; Cap and thermostat are present	Paintwork is slightly patchy throughout;	

3. Bedroom 1 (Cont.)

3.10	Switches and Sockets	Silver metal plated switches and sockets as fitted	Covers over the telephone sockets are not securely attached to the wall; Cover to the double socket to the left hand side of the radiator is slightly protruding; Cover to the double socket on the right hand side wall is coming away from the wall;	
3.11	Windows	White UPVC framed window; Double glazed with 2 x panes; 2 x White twist locking handles; White painted wooden sill; 2 x White plastic trickle vents to the top	Generally in good condition; Minor cracking visible between the woodwork and the base of the window;	
3.12	Blind	White laminate Venetian blind with pull cords; 3 x Wooden toggles	In good working order; Cords are slightly discoloured with use;	
3.13	Worktop	Large section of granite worktop present on the floor	Intact; Reason for being in the room unknown;	



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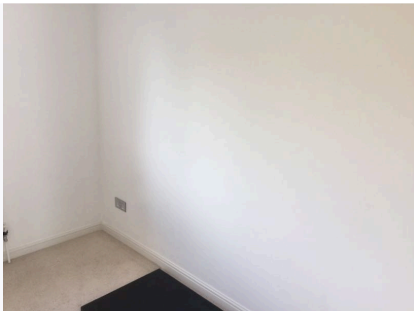
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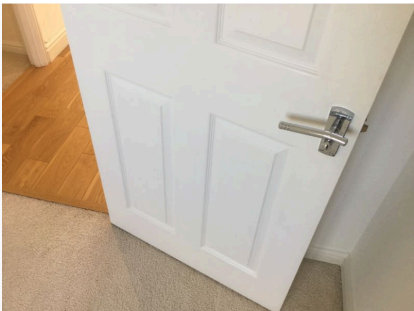


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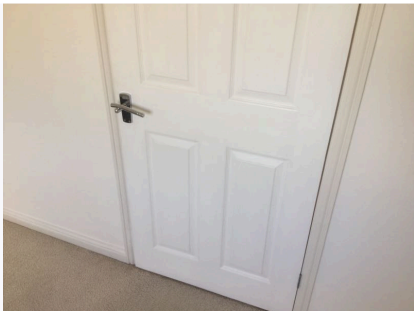
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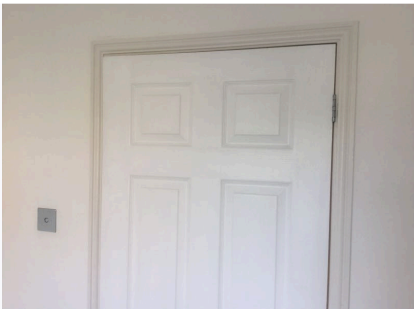
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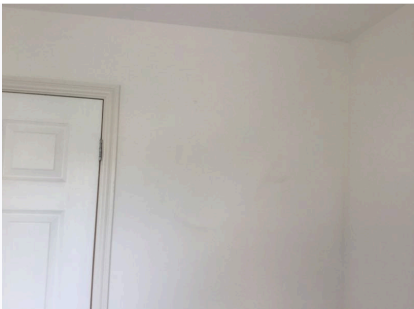
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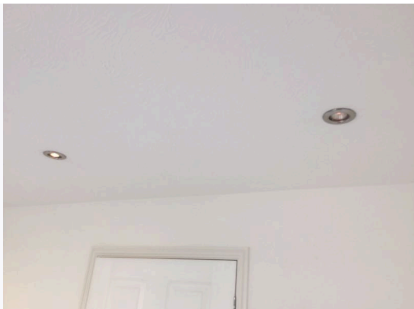
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3. Bedroom 1 (Cont.)



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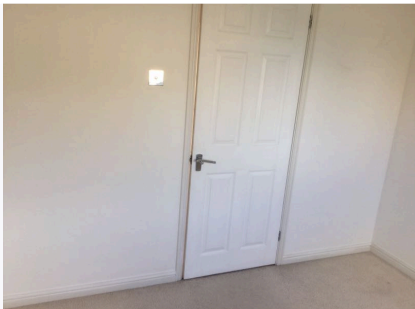
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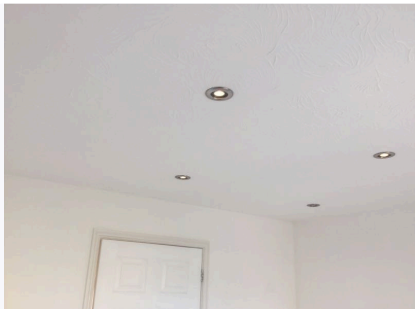
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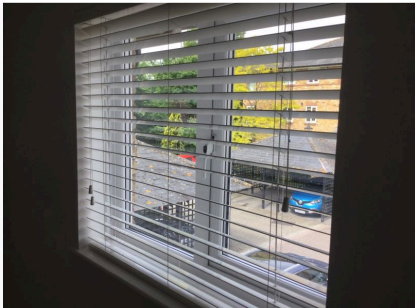
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4. Bedroom 2

Ref	Name	Description	Condition	Additional Comments
4.1	Door	White painted panelled wooden door; Chromed push down handles	Paintwork generally in good order; Paintwork slightly patchy in areas; 2 x Small chips visible to the top; Handle appear recently installed; Handles are slightly tough to use;	
4.2	Doorframe	White painted wooden doorframe	Slightly patchy paintwork throughout; Interior is slightly discoloured with use; White cable trailed across the exterior of the doorframe to all sides;	
4.3	Threshold	Solid light wooden threshold	Intact;	
4.4	Flooring	Beige fitted carpet	Generally quite flattened with use especially on entry; Various furniture indentation marks visible; Slightly shaded and flattened towards the en-suite; Slightly shaded and flattened around the former bed area; Slightly shaded to the edges of the room; No major individual stains or damage visible; Mostly worn consistent with age;	
4.5	Woodwork	White painted wooden skirting	General light usage marks visible; White cable trailed across the left hand side with the TV splitter socket to the end;	
4.6	Doorstop	Skirting mounted silver metal doorstop with white plastic tip	Intact;	

4. Bedroom 2 (Cont.)

4.7	Walls	Magnolia painted walls	<p>Facing wall has a silver patterned wallpaper;</p> <p>Generally in good order with few minor usage marks;</p> <p>Few minor mid and lower level usage marks visible to the magnolia walls;</p> <p>Few touch up marks present to the painted walls;</p> <p>Number of light finger marks seen to the upper right hand side wall and around the light switch;</p> <p>Hairline crack visible to the top right hand side of the en-suite doorframe;</p> <p>Few black rub marks visible to the left hand side of the en-suite doorframe;</p> <p>Hairline crack is developing underneath the right hand side of the windows;</p> <p>Painted over old indentation visible to the left hand side on entry behind the door;</p> <p>1 x Drilled hole to the far left hand side lower corner;</p> <p>Wallpaper is generally in good order with only a few minor black scuffs seen to the centre;</p>	
4.8	Ceiling	White painted textured finish	In good condition;	
4.9	Lighting	8 x Ceiling mounted spotlights with chrome trim	All are in working order;	
4.10	Heating	<p>White panelled metal radiator;</p> <p>Cap and thermostat are present</p>	<p>Generally in good condition;</p> <p>Paintwork is slightly patchy;</p>	
4.11	Windows	<p>White UPVC framed double glazed windows;</p> <p>3 x Panes;</p> <p>2 x White twist locking handles;</p> <p>White painted wooden sill;</p> <p>2 x White plastic trickle vents</p>	<p>In good condition throughout;</p> <p>Some cracks are developing between the woodwork and the base of the window;</p>	
4.12	Blind	White laminate Venetian blind with pull cords and 3 x wooden toggles	<p>In good working order;</p> <p>Cords are slightly discoloured with age and use;</p>	
4.13	Switches and Sockets	<p>Silver metal plated as fitted;</p> <p>Cream plastic telephone point;</p> <p>Cream plastic single socket</p>	All are intact;	

4. Bedroom 2 (Cont.)

4.14	Alarm Panel	Wall mounted alarm panel with black key present	Not tested; Alarm does not appear to be active; Slightly discoloured with use, but intact;	
4.15	Motion Sensor	Wall mounted cream plastic motion sensor	Slightly discoloured with age; Not tested as the alarm is not in use;	



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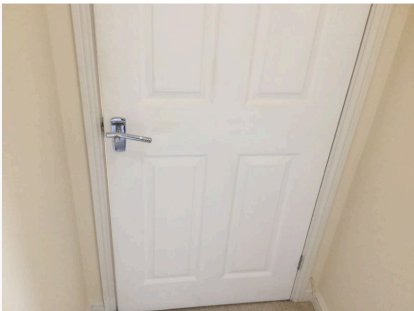


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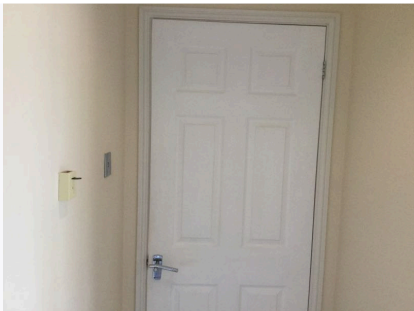
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4. Bedroom 2 (Cont.)



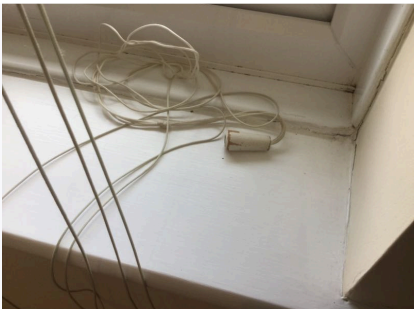
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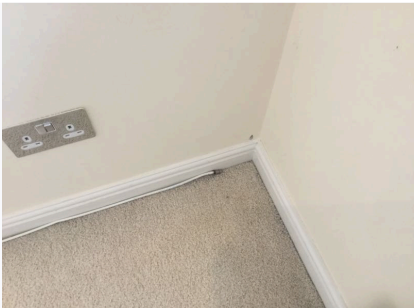
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4. Bedroom 2 (Cont.)



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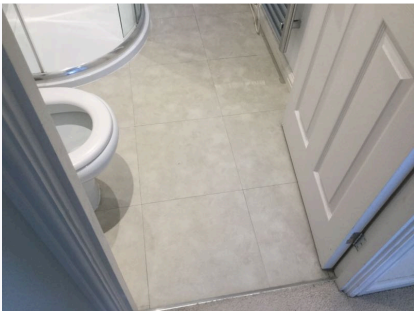
5. Bedroom 2 En-Suite

Ref	Name	Description	Condition	Additional Comments
5.1	Door	White painted panelled wooden door; Chromed push down handles; 2 x Double chromed hooks to the interior	Paintwork is in good condition; Some old damage and a hole are visible near the exterior handle; Some further old damage painted over around the interior handle; Handles appear recently fitted; Right hand side hook is slightly loose;	
5.2	Doorframe	White painted wooden doorframe	Few light chips visible to the edges; Minor scuffing seen near the receptacle;	
5.3	Threshold	Silver metal threshold strip	Intact; Very minor usage scuffs visible;	
5.4	Flooring	Beige vinyl tiles	Minor scuffs and usage marks visible in areas; 3 x Small burns visible to the left hand side of the toilet; 1cm cut visible to the tile in front of the toilet; 3 x 3cm brown stains visible to the right hand side of the toilet; White cable trailed across the floor to the right hand side; Small chip to the right hand side with some white filler marks inside;	
5.5	Woodwork	White painted wooden	Worn consistent with age; Slight ingrained dust present; Slightly discoloured with use;	
5.6	Walls	White painted walls	Generally in good order; Painted over indentation visible from the door handle; Few minor recent marks and usage marks visible; Long T-shaped crack painted over to the right hand side wall; Various long filled areas painted over above the doorframe and to the left hand side wall at centre;	
5.7	Ceiling	White painted textured	In good condition; Some slight cracking developing around the edges;	
5.8	Extractor	Ceiling mounted cream plastic extractor vent	Tested and working;	
5.9	Isolated Switch	Isolated switch is located to the exterior of the en-suite	Cover appears slightly loose from the ceiling; Cover is discoloured with age;	

5. Bedroom 2 En-Suite (Cont.)

5.10	Lighting	3 x Ceiling mounted spotlights with chromed trim	All in working order;	
5.11	Switches and Sockets	Pull cord with a white plastic toggle	In working order; Cord is slightly discoloured with age;	
5.12	Toilet Roll Holder	Wall mounted chromed	Secure;	
5.13	Toilet	White ceramic toilet; White plastic seat and lid; Silver push-in flush	In good condition;	
5.14	Heating	Wall mounted chromed ladder style heater	In good condition;	
5.15	Mirror	Wall mounted mirror with a bevelled edge	Lots of light paint spots seen to the lower level; Mirror is silvering to all edges;	
5.16	Wash Basin	White ceramic wash basin; Chromed mixer tap; Chromed push-in plug and waste	In good condition; Sealant is in good clean order;	
5.17	Cabinet	White laminate cabinet with double doors; Chromed handle to each door; 1 x Shelf inside	In good condition; Finger marks visible to the interior of the doors;	
5.18	Shower Cubicle	Corner shower cubicle; White acrylic base; Silver plastic waste cover; White tiled walls behind; Sliding curved glazed door with a chromed handle; Glazed shower screen in chrome frames; Wall mounted chromed riser bar; Silver plastic handheld showerhead; Stainless steel hose; Chromed wall mounted controls	All of the tiles in good clean condition; Sealant is in good clean condition; 1 x Filled hole visible to the tiling above the controls; All of the metal fittings are in good clean order; Waste cover is slightly scratched, but intact; Very minor scaling and ingrained marks visible to the lower metal on the shower door;	

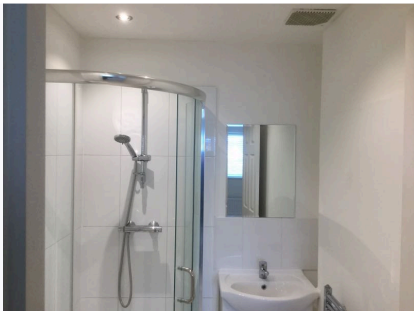
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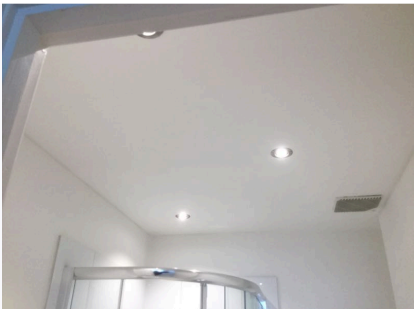
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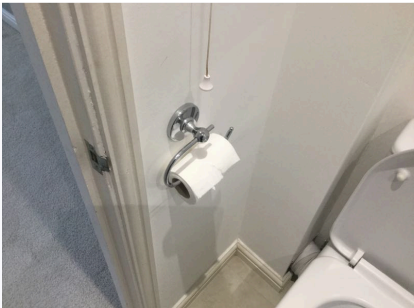
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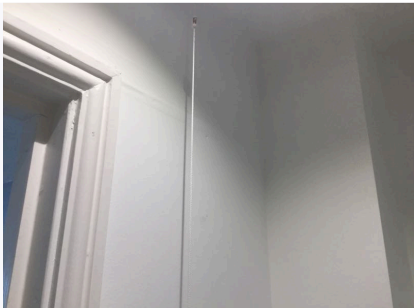
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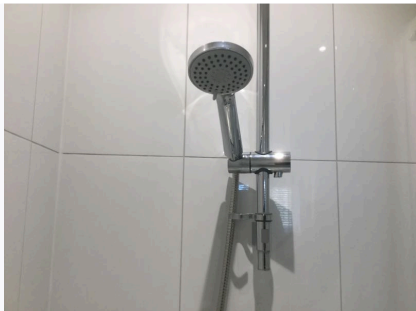


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5. Bedroom 2 En-Suite (Cont.)



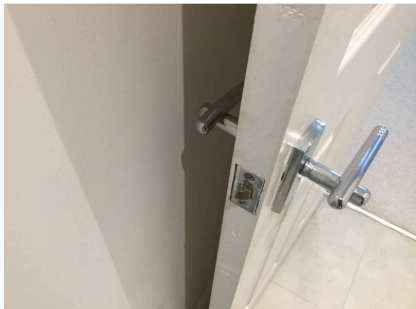
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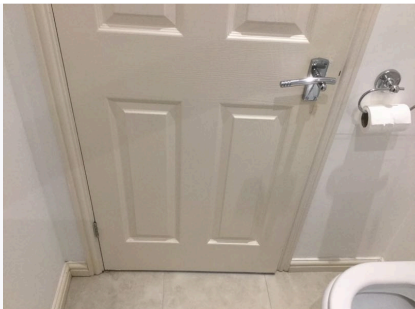
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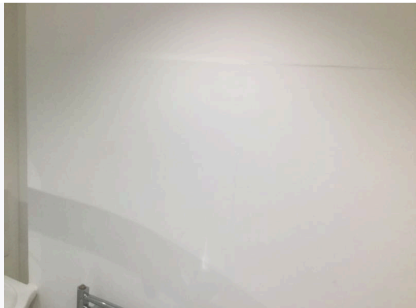
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6. Shower Room

Ref	Name	Description	Condition	Additional Comments
6.1	Door	White painted panelled wooden door; Chromed push down handles	In good condition; Interior is in good condition; Handles appear recently fitted;	
6.2	Doorframe	White painted wooden doorframe	In good condition; Slight discolouration in places to the interior edges; Cable trailed across the exterior edges;	
6.3	Threshold	Solid mid wooden threshold	Intact;	
6.4	Flooring	Grey mottled effect large ceramic floor tiles with a speckled pattern	All are intact; Grouting is very slightly discoloured and chipped in places; No major damage visible;	
6.5	Tiling	Beige textured effect ceramic tiles with a black and white stone effect border	In good condition; Sealant behind the shower appears in good clean order;	
6.6	Ceiling	White painted textured	In good condition;	
6.7	Lighting	6 x Ceiling mounted spotlights with chromed trim	All are tested and working;	
6.8	Extractor	Ceiling mounted cream plastic vent	Tested and working;	
6.9	Isolator Switch	Isolator switch is located to the exterior of the shower room	Slightly discoloured with age;	
6.10	Heating	Wall mounted chromed ladder style heated towel rail	In good condition; Not tested;	
6.11	Plinth	Wall mounted chromed plinth with 4 x pegs	Secure; In good condition;	
6.12	Mirror	Wall mounted mirror with integrated LED lighting; Touch sensor switch to the lower left hand side corner	Intact; Switch and lighting are in full working order;	

6. Shower Room (Cont.)

6.13	Wash Basin	<p>White ceramic wash basin;</p> <p>Chromed mixer tap;</p> <p>Chrome pop-up plug, plunger and waste;</p> <p>Chrome towel rail fitted underneath</p>	<p>Good condition throughout;</p> <p>Some slight watermarks visible to the tap head;</p>	
6.14	Worktop	<p>Beige tiled worktop with a white and black stone style border</p>	<p>In good condition;</p>	
6.15	Cabinet	<p>White laminate cabinet underneath of wash basin;</p> <p>Chromed finger pulls integrated to each door;</p> <p>Cabinet is a double door cabinet with 1 x tall cabinet either side;</p> <p>Slow closing door mechanism to the interior</p>	<p>Slow closing door mechanism is not fully functional to the left hand side door;</p> <p>No door closer mechanism fitted behind the right hand side double door, otherwise in good order;</p>	
6.16	Integrated Cabinet	<p>White laminate integrate cabinet;</p> <p>2 x Silver frame doors with cloudy glass panels;</p> <p>2 x Small silver knobs;</p> <p>Cabinet contains:</p> <p>2 x White laminate shelves;</p> <p>3 x Glazed shelves</p>	<p>In good order throughout;</p> <p>Very minor usage mark seen to the interior;</p> <p>Glazing is all intact;</p> <p>Handles are slightly scuffed with use;</p>	
6.17	Toilet Brush and Holder	<p>Silver textured design with a white interior;</p> <p>Silver handle for the toilet brush</p>	<p>In good used order;</p>	
6.18	Toilet	<p>White ceramic toilet;</p> <p>White plastic seat and lid;</p> <p>Silver push-in flush</p>	<p>In good condition;</p> <p>Seat is very slightly loose;</p>	

6. Shower Room (Cont.)

6.19	Shower Cubicle	<p>Walk-in shower cubicle;</p> <p>1 x Sliding door with a chromed handle;</p> <p>1 x Fixed shower screen with a chromed frame;</p> <p>White acrylic shower tray;</p> <p>1 x Silver plastic waste cover;</p> <p>Wall mounted chrome controls with 2 x dials;</p> <p>1 x Recessed shelf to the tiling;</p> <p>1 x Ceiling mounted square chromed showerhead</p>	<p>Waste cover is heavily scratched and tarnished, but intact;</p> <p>Door is in good working order;</p> <p>Door and frame are in good order;</p> <p>Showerhead is very slightly scaled;</p>	
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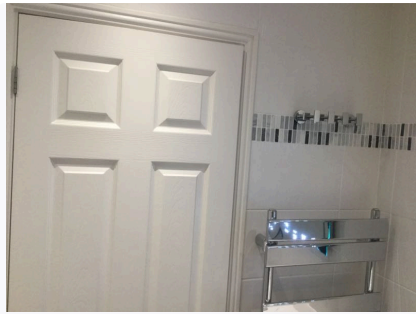
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6. Shower Room (Cont.)



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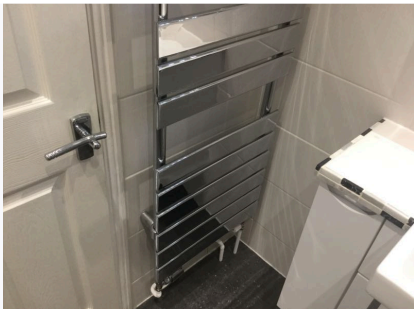
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6. Shower Room (Cont.)



Ref #6



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Ref #6



Ref #6

7. Living Area

Ref	Name	Description	Condition	Additional Comments
7.1	Doors	Double white painted wooden doors, each with 6 x glazed panels; Chromed pushed down handles to either door	Paintwork in good order; Handles appear recently fitted; A number of touch-up paint spots visible to the interior of the right hand side door; Left hand side door has 2 x cracks to the edge of the frame next to the large left hand side glazed pane; Left hand side door drag slightly across the flooring, when fully open;	
7.2	Doorframe	White painted wooden doorframe	In good condition; There is a cable trailed over the top;	
7.3	Threshold	Solid mid wooden threshold	Intact;	
7.4	Flooring	Solid oak floorboards	Numerous gaps appearing throughout; Lightly scuffed to the left hand side, where the door drags along the flooring; Slightly sun faded towards the balcony door; Light scuffs and scratches seen towards the balcony doors; Lightly watermarked in front of the left hand side balcony door; 3 x 20-cm scratches to the right hand side near the double sockets; Flooring appears to be slightly raising and moving a part to the right hand side on entry; Number of minor paint spots seen to the edges;	
7.5	Woodwork	White painted wooden skirting	Generally in good order with a few touch-up marks present; A few patchy marks visible in places; White cable trailed across the right hand side, which enters into the hole behind the right hand side door;	
7.6	Walls	White painted walls	Appear recently painted;	
7.7	Motion Sensor	Wall mounted white plastic motion sensor	Secure; Not tested as the alarm is not in use;	
7.8	Ceiling	White painted with white painted coving	Generally in good condition; There is a small hairline crack seen to the corner;	
7.9	Lighting	3 x Ceiling mounted spotlights with chromed trim towards the balcony doors; 2 x Wall mounted uplighters, each with 2 x small bulbs	All are in good working order; Some insect debris visible inside the uplighters;	

7. Living Area (Cont.)

7.10	Heating	Large vertical white ribbed radiator	Not tested; Paintwork slightly patchy;	
7.11	Switches and Sockets	Silver metal plated switches and sockets as fitted; White plastic VIRGIN MEDIA telephone point; White plastic VIRGIN MEDIA box with a white cable protruding	Far right hand side double socket is slightly coming out of the wall, otherwise in good condition;	
7.12	French Doors	White UPVC balcony double doors; White push down handle with lock to the left hand side door; 1 x Fixed double glazed pane to either side; 2 x White plastic trickle vents	In good condition;	
7.13	French Doors Frame	White UPVC framed	In good condition;	
7.14	Boundaries	Black painted metal railings to the exterior	In good condition; Painted over flaking visible throughout; Generally cobwebbed throughout;	
7.15	Blinds	Long white metal blind track with a pair of cream fabric slatted blinds; White fabric pull cord; White plastic twisting cord	In good working order; A few very minor usage marks present, but no major staining visible;	
7.16	Balcony Door	White UPVC framed balcony door with a double glazed pane; White push down handle with lock	In good condition; A few very minor normal usage scratches seen to the lower levels;	
7.17	Balcony Door	White UPVC framed; Light wooden step to the front	Intact; Light watermarks visible to the edges of the wooden step;	

7. Living Area (Cont.)



Ref #7



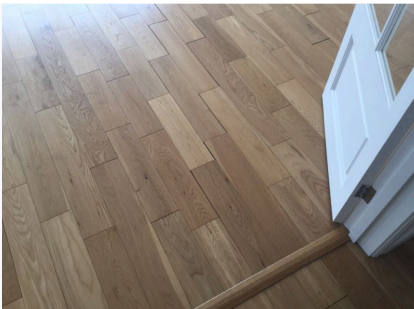
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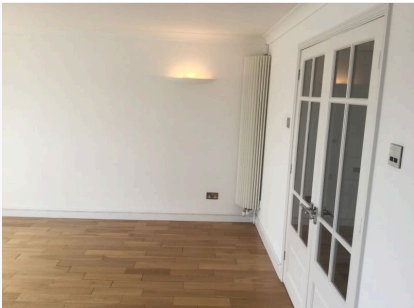
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7. Living Area (Cont.)



Ref #7



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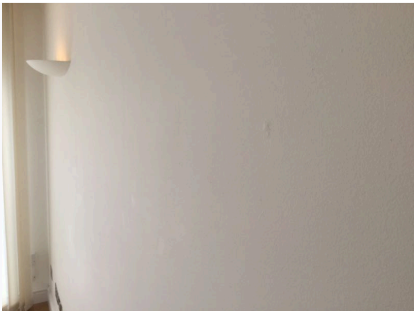
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7. Living Area (Cont.)



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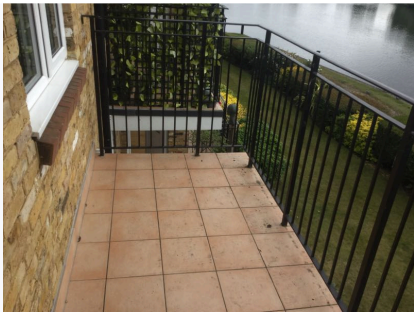
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8. Balcony

Ref	Name	Description	Condition	Additional Comments
8.1	Flooring	Peach coloured ceramic tiles	2 x Large brown residue spots seen to the rear, otherwise in good condition; Scattered cobwebs and dust throughout; In outdoor condition; Painted over paint flaking as visible;	
8.2	Walls	Bricked walls	Worn consistent with age; In good condition; No major damage visible;	
8.3	Gutters and Roofing	Black and white plastic gutters with slat tiles above	No major damage visible; Worn consistent with age;	
8.4	Railings	Black painted metal railings	Painted over paint flaking as visible; No major damage seen; Lots of cobwebs present throughout;	



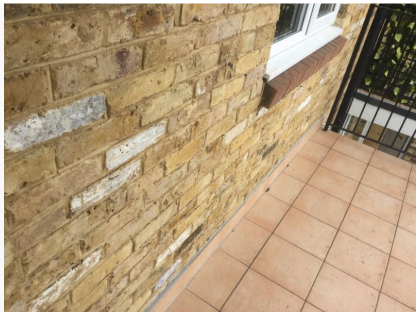
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Ref #8



Ref #8



Ref #8

8. Balcony (Cont.)



Ref #8



Ref #8

9. Kitchen

Ref	Name	Description	Condition	Additional Comments
9.1	Flooring	Solid oak floorboards	Many of the floorboards are slightly moving apart and lots of gaps are visible throughout; Lightly scuffed and scratched on entry; Flooring appears to be slightly raising in front of the washing machine; Further light scuffs to the centre; One of the floorboard is cracked to the middle in front of the 3 x large drawers;	
9.2	Woodwork	White painted wooden skirting	In good condition;	
9.3	Walls	White painted walls	Generally in good condition; Few very faint minor usage marks to the left wall;	
9.4	Ceiling	White painted	In good condition; Few small touch-up marks visible to the corners of the room;	
9.5	Windows	White UPVC framed double glazed window; White twist locking handle; 2 x White plastic trickle vents; Granite sill	In good condition throughout;	
9.6	Switches and Sockets	Silver metal plate as fitted	All intact; Double socket to the facing wall lower level has gaps near the top;	
9.7	Heating	Small white panelled metal radiator; Cap and thermostats are present	In good condition;	
9.8	Worktop	Black granite worktops; Integrated draining board to the right hand side of the sink	Numerous large ring marks visible around the draining board; Ring marks to the draining board are only visible when viewed from an angle, but do not appear to come out with cleaning;	
9.9	Sink	Integrated stainless steel sink with a large bowl; 1 x Chromed removable waste grill; 1 x Chromed mixer tap; Further waste section present to the right hand side	Normal usage scratches and marks present; No major damage visible;	

9. Kitchen (Cont.)

9.10	Kitchen Units	<p>Black and white laminate kitchen units with chromed handles;</p> <p>Comprising of:</p> <p>3 x Upper opening cabinets;</p> <p>1 x Lower corner cabinet with double doors and 1 x shelf;</p> <p>1 x Pull-out cabinet with 2 x metal racks;</p> <p>3 x Large lower drawers;</p> <p>1 x Pull-out lower cabinet with 2 x metal racks;</p> <p>1 x Lower double door corner cabinet with 1 x shelf;</p> <p>1 x Lower cabinet underneath the sink;</p> <p>1 x Lower cover over the dishwasher;</p> <p>1 x Further lower pull-out cabinet with 2 x metal racks</p>	<p>Generally in good order;</p> <p>Minor usage mark seen to the shelving into the side;</p> <p>Shelf underneath the sink area is slightly water damaged and peeling to the front;</p> <p>Further water damage and peeling seen to the rear underneath of sink;</p> <p>Number of small blue marks visible underneath of sink area;</p> <p>Cabinet door to the dishwasher drops very suddenly when opened;</p>	
9.11	Contents	<p>1 x Grey plastic food waste bin;</p> <p>1 x Cream plastic cutlery tray;</p> <p>Number of spare light bulbs;</p> <p>2 x Radiator bleeding keys;</p> <p>2 x Allen keys;</p> <p>2 x Further unknown keys;</p> <p>1 x Metal meter key</p>	All used items are in good condition;	
9.12	Dishwasher	<p>Integrated MATSUI dishwasher, model number M12FDW09;</p> <p>2 x White racks;</p> <p>White plastic cutlery tray</p>	<p>Dishwasher door drops very suddenly, when opened;</p> <p>Light watermarks and usage marks seen around the edges of the door to the interior;</p> <p>A few very minor usage scratches seen to the interior of the door;</p>	
9.13	Washing Machine	BEKO washing machine, model number WMB71543W	<p>In good condition;</p> <p>There is some light soap residue inside the drawer;</p>	
9.14	Splashback	Black plastic splashback behind the hob area	<p>In good condition;</p> <p>A few very minor cleaning scratches are present;</p>	
9.15	Extractor	<p>Integrated white plastic extractor vent situated above the hob;</p> <p>Switch is located in the cabinet over the hob</p>	In good working order;	

9. Kitchen (Cont.)

9.16	Mood Lighting	4 x LED mood lights fitted underneath the unit with control situated in the cabinet above the hob area	All are in good working order; Control is in good working order;	
9.17	Hob	Black ceramic induction hob; 3 x Electric hob rings; Digital panel to the front	Brand name not present; Manual not present to double check the brand name; Very minor cleaning scratches visible, but generally in good order throughout;	
9.18	Oven 1	SIEMENS oven; 1 x Chromed rack to the interior	Model number not visible; Manual not present to double check; In good condition; No major damage visible; Fixtures and fittings are all intact;	
9.19	Oven 2	SIEMENS integrated oven, model number BRIC21000X; Serial number 1610244111; Oven contains: Black metal grill pan with a chromed trivet; 1 x Chromed rack	In good condition throughout; Some slight ingrained food marks visible around the door; Some slight burnt-on grease present to the pan;	
9.20	Fridge	White BEKO freestanding fridge, model number LX5053W; Contains: 1 x Half-width glass tray; 1 x Chromed bottle rack; 2 x Full-width glass trays; 1 x Further half-width glass tray; 1 x Plastic salad crisper; 3 x Plastic door trays; 1 x Plastic egg holder	In good condition throughout; Some very minor cleaning scratches present to the glass shelves;	
9.21	Freezer	White BEKO freestanding freezer, model number UF584APW; Contains: 1 x Plastic hinged lid; 2 x Plastic drawers; 1 x Plastic ice bank; 1 x Plastic ice cube mould	Some minor food residue marks inside; Top section has not been fully defrosted; No major damage visible;	
9.22	Lighting	4 x Ceiling mounted spotlights with chromed trim	All are tested and working;	

9. Kitchen (Cont.)

9.23	Microwave	Black SAMSUNG microwave, category E 900W; Contains: Glass plate and turner; 1 x Chromed rack	In good condition; Recently purchased;	
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Ref #9



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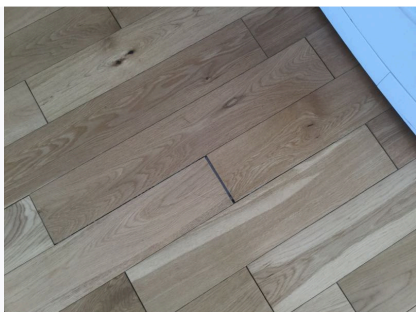
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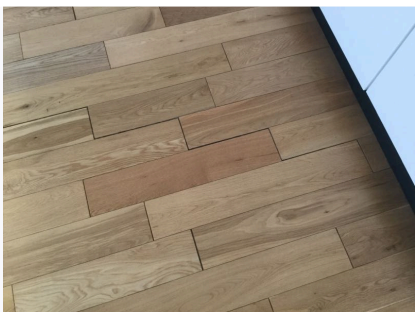
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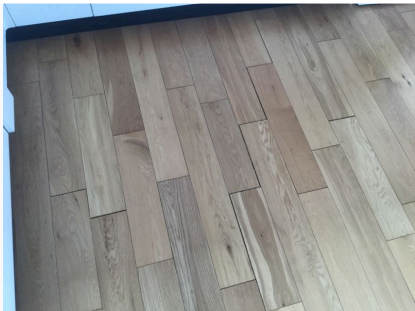


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9. Kitchen (Cont.)



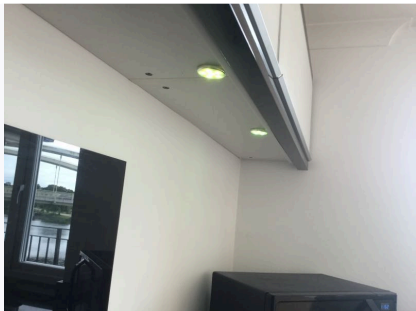
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9. Kitchen (Cont.)



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9. Kitchen (Cont.)



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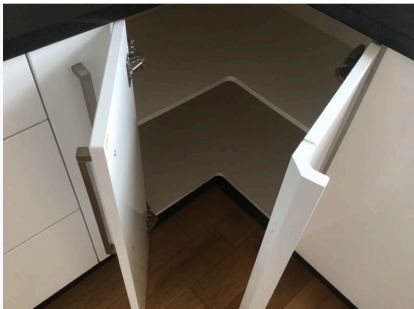
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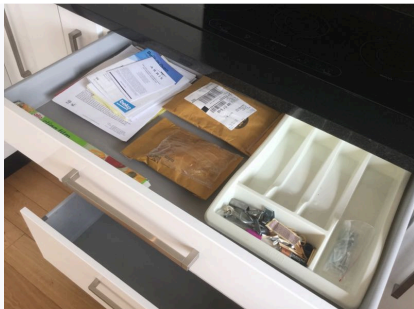
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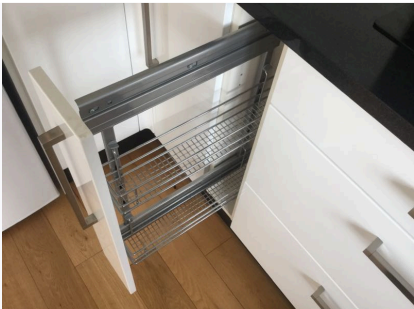
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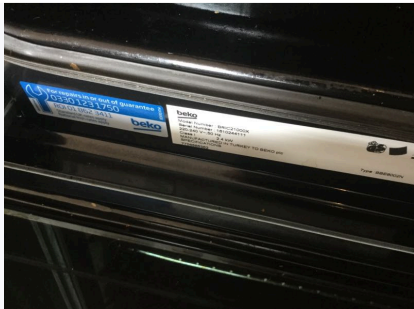
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9. Kitchen (Cont.)



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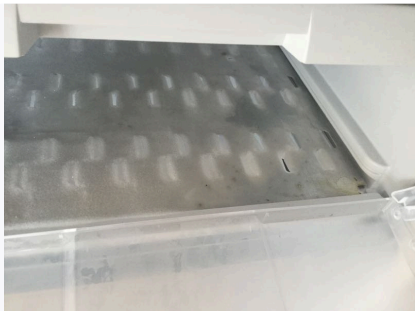
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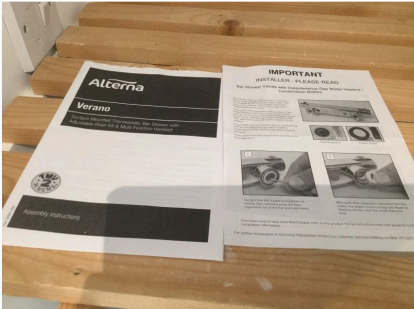
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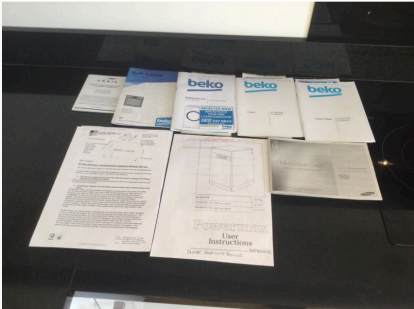
Ref #9

10. Manuals

Ref	Name	Description	Additional Comments
10.1	Household Appliance Manuals	Shower controls; Built in Oven; Freezer; Fridge; Boiler; Microwave Oven	



Ref #10



Ref #10

11. Meters

Ref	Name	Description	Condition	Additional Comments
11.1	Electric Meter	Cabinet near flat door; Serial Number: S95111071	24862;	
11.2	Gas Meter	Front Of building; First hatch to the left of the building main doors; Covered by a large bush; Serial Number: 5036928S	4584;	
11.3	Water Meter	2 X hatches present to the front left of the building main doors; Meter located in the right hatch; Serial Number: 16MU060785	Appears to read 0027 but very difficult to read as the top cover is obscuring the display;	



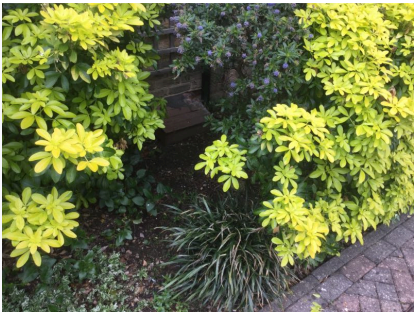
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Ref # 11.2



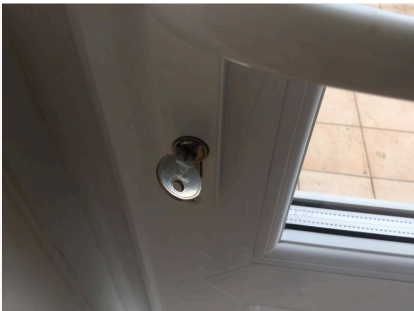
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12. Keys

Ref	Name	Description	Additional Comments
12.1	Keys at Check In	2 X UNION keys (all 3 front locks); 1 X Balcony Door; 1 X French Doors	
12.2	Keys at Checkout		
12.3	Keys missing at checkout		



Ref #12



Ref #12



Ref #12

13. Smoke Alarms

Ref	Name	Condition	Additional Comments
13.1	Hallway	Tested and working;	
13.2	Hallway	Not in use;	



Ref # 13.1



Ref # 13.2

14. Carbon Monoxide Alarms

Ref	Name	Condition	Additional Comments
14.1	Comment	Not required as no solid burning fuel to the property;	

15. Schedule Of Condition

Ref	Name	Condition	Additional Comments
15.1	Cleaning Overview	The property has been cleaned to a domestic standard throughout; No receipts have been provided in regards to any professional cleaning having taken place;	
15.2	Flooring	Domestically cleaned; Carpets slightly shaded with ingrained dust as not steam cleaned;	
15.3	Woodwork	Domestically cleaned; En-Suite skirting could use a final wipe;	
15.4	Windows	Domestically cleaned to the interior only; Exteriors not cleaned and very cobwebbed to the exterior on the riverside;	
15.5	Curtains / blinds	Domestically cleaned;	
15.6	Bathrooms	Domestically cleaned; Some water marked remains to the wash basin fittings in both shower rooms; The shower head is scaled in the En-Suite shower room;	
15.7	Kitchen units	Domestically cleaned;	
15.8	Ovens	Domestically cleaned; Some burnt on residue remains to the grill pan;	
15.9	Hob	Domestically cleaned;	
15.10	Fridge	Domestically cleaned;	
15.11	Freezer	Domestically cleaned; Some minor food residue remains;	
15.12	Dishwasher	Domestically cleaned; Slight water marks seen around the interior edges of the door;	
15.13	Microwave	Domestically cleaned;	

15. Schedule Of Condition (Cont.)

15.14	Washing Machine	Domestically cleaned; Very light soap residue remains inside the soap drawer;	
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Declaration

I/We the undersigned, affirm that if I/we do not comment on the Inventory in writing within seven days of receipt of this Inventory then I/we accept the Inventory as being an accurate record of the contents and condition of the property.

TERMS AND CONDITIONS – IMPORTANT – PLEASE READ

S.R.P. Inventories is 100% dedicated to delivering an exceptional service to all its clients. So that we can be clear on what we should expect from each other, we have set out a series of policies and procedures which form our terms and conditions of business.

Unless we agree otherwise between us, our terms and conditions of business will apply as soon as we accept your instructions to undertake an inspection. Any person related to the Client Property in any way who instructs S.R.P. Inventories to undertake any Services on their behalf accepts our terms and conditions in full.

The Client Contact is responsible for regularly reviewing our terms and conditions and any additional terms or notices published on the S.R.P. Inventories website. No variation of our terms and conditions will be effective unless agreed in writing by S.R.P. Inventories.

Our full terms and conditions of business can be found at [\[www.srpinventories.co.uk\]](http://www.srpinventories.co.uk) and should be read thoroughly before instructing us. We have summarised some of the most significant points below, but we must stress the importance of reading the terms and conditions in full for total clarity on issues including:

- Our Services and the specific terms that apply to each of them
- How we approach Regulations and Legislation
- Our Cancellation and No-Show Policy
- Our Policies and Procedures relating to Keys to Client Property
- Property Sizes and Pricing
- Our Fees, Payment Terms and Refund Policy
- Our Quality Commitment Policy, Feedback and Complaints Procedure
- Our Privacy and Confidentiality Policies and Terms
- Our Data Protection, Copyright and Non-Disclosure Policies

You'll also find a glossary of definitions and terms together with other legal terms and conditions.

General Terms

The following is an extract only from our General Terms:

1. All reports compiled by S.R.P. Inventories are intended as an independent, accurate and fair record of the property including its fixtures and fittings, furniture and décor. The report allows items to be visually identified only. Our clerks will not attempt to verify the details of the manufacturer or the date of production.
2. Reports should never be considered a guarantee of safety or adequacy of any equipment, furniture or contents. They are simply a record of the existence of such items at the time the report is compiled.
3. Where no comments are entered into the condition column of any report, it is accepted that the items are visibly free from defects, damage, soiling or missing parts.
4. The responsibility of agreeing the accuracy of any report lies with the landlord and tenant, or the agent.
5. All measurements given in any reports are approximate.
6. Colours stated in reports, for example silver and gold, are intended as a description of the colour rather than a metal.
7. Our clerks will not attempt to place any financial value on a property or its contents, neither will they seek to ascertain whether an item is reproduction or genuine.
8. Whilst we make a commitment to taking exceptional care over all our reports, we cannot be held liable for any errors or omissions.
9. The landlord or Client Contact has final responsibility for checking the report once delivered. Any dispute over the contents of the report must be notified in writing to us within seven working days upon which we will take appropriate steps to attend to the issues reported.
10. All reports must be digitally signed and dated via the System by the tenant within 7 days. Any discrepancies must be reported in writing within 7 days of the report date otherwise it will be accepted that the report is accurate.
11. It's not our responsibility to test electrical items and we can't be held liable for any faults. We'll check fitted light bulbs and light switches only to make sure they work and only when it is safe and practical to do so. All listed electrical items should be considered complete, as in including plugs and flexes, unless otherwise stated.
12. We'll inspect floor coverings, rugs and carpets to check whether they are adequately clean and then we'll note any defects, as long as they are safely accessible and not obscured.
13. We'll count and check bed linen, towels, etc. and note whether they have been freshly laundered. It's up to our clerks whether they include any soiled items in the inspection and report.
14. Mattresses will only be inspected where accessible but our clerks won't go ahead if the bed is made up.
15. We'll list the presence of intruder alarms, CCTV and other security measures, however they should be considered untested.
16. If at any time our clerks feel unsafe or they have concerns for their health for any sound reason, we reserve the right to cancel the inspection at that point without liability. Our clerk will report any concerns immediately to the Client Contact.
17. We'll take every care to ensure the clerk's tools of the trade are in full working order; however we cannot be held responsible for the failure of any tools such as tablet devices or cameras, etc.

Exclusions

Please note the following exceptions to our Services as listed in our full terms and conditions:

1. Where it is deemed dangerous or a risk to health or safety to enter a client property or any part of its interior or outbuildings associated with it, the clerk will not proceed and there will be no liability on our part for any costs or losses incurred as a result. The clerk will immediately inform the Client Contact.
2. Our clerks will not enter a property where:
 - a. The entryway is blocked by rubbish or some other obstacle
 - b. There is broken glass or other sharp or hazardous objects on the pathway leading to the property or on the floor inside the property
 - c. There is a dog or other potentially dangerous or threatening animal present
 - d. There is evidence of pest or vermin infestation
 - e. There is fear of threat or violence
 - f. There is any risk at all to their health or safety
3. Our clerks will not complete parts of the report relating to areas of the property that are not readily accessible. These include:
 - a. Basements and cellars
 - b. Storage lofts that are not fully and legally converted and accessed by a fitted staircase
 - c. Poorly lit rooms
 - d. Locked rooms
 - e. Rooms blocked by obstacles

- f. Any room or part of a property that appears in any way potentially hazardous
- 4. The clerk will not move heavy or large items in order to compile the report and S.R.P. Inventories will not be liable for any detail obscured by such items at the time of the inspection. Items that will not be moved may include but are not limited to:
 - a. Sofas and armchairs
 - b. Furniture including tables and coffee tables
 - c. Beds
 - d. Wardrobes, cupboards or cabinets
 - e. White goods
- 5. Where possible the clerk will attempt to check both sides of a mattress and any slats of a bed base, however where the mattress is particularly heavy then it will not be deemed safe to proceed. This will be noted in the report.
- 6. Our clerks will not inspect any outdoor areas or outbuildings during hours of darkness.
- 7. Where there is evidence of bug or pest infestations such as bed bugs or cockroaches, our clerk will abort the inspection, vacate the property and report immediately to the Client Contact. We cannot be held responsible for any costs or losses incurred due to our clerk's decision to abort the inspection under such circumstances.
- 8. Other than basic checking of light switches to check for functioning light bulbs, our clerks will not inspect any gas or electrical appliances; machinery; boilers; radiators; water supply or any similar items and will not be responsible for any faults relating to such items.
- 9. Our clerks will take applicable meter readings and photographs, however, where meters are located above head height, obscured by shrubbery or in some other inaccessible or hazardous location, or located on public land or below ground level, then the clerk will not take readings and will note as such in the report.
- 10. Our clerks will only carry out testing of smoke and carbon monoxide alarms where they are located above head height or in an accessible location.
- 11. We won't handle or move any items such as ornaments that appear to be valuable or antique.
- 12. Reports will not include consumables; plants; individual book titles; items packed for storage or any other miscellaneous items.
- 13. Our clerks will not search through cluttered drawers or cupboards and will not unpack any wrapped or boxed items in order to inspect them.
- 14. Windows are checked only for cleanliness and condition but will not be tested. It is the tenant's responsibility to report defective windows to the Client or landlord.
- 15. Our clerks are not responsible for making up beds; switching off appliances or closing/locking windows and will not accept any responsibility for any faults, loss or damage connected with such.

Should you have any queries concerning what is and what is not included in our Services, please contact us immediately.