

# Check Out



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Prepared on behalf of Example Lettings Ltd

Property inspected by A. Clerk

## Address

123 Preview Street  
Sample City  
London  
AB1 2CD



## Carried Out

**July**  
**24th 2025**

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## Notes

### CHECK OUT INFORMATION FOR TENANTS

Please use the following notes as a general guide when preparing to move out of a property at the end of your Tenancy.

Please remember John Williams Property Services is an independent company. We are not employed by either the Landlord, Agent or Tenant. We bear no bias to any particular party involved in your Tenancy. Our inventory report is compiled as an impartial record of the contents, fixtures and fittings of the property and their condition. The check out report will be a fair comparison of the property on the date of check out to that on the date of the original inventory report compilation.

On the check out day, the Inventory Clerk will compare the property against the inventory report used at the start of your Tenancy. The check out report will detail any differences with the condition and cleanliness of the property and its fixtures and fittings. An allowance will be made for Fair Wear and Tear and any deterioration or damage to the property and its fixtures and fittings will be noted along with recommendations of liability where appropriate.

Please note you will not be allowed to re-enter the property after then check out has taken place.

If you have not vacated the property fully at the time of the check out appointment, it may not be possible to complete the check out inspection. Therefore, a return appointment will be necessary – for which an additional charge will be made.

### PREPARING THE PROPERTY FOR CHECK OUT

1. All of your personal belongings must be removed from the property prior to the check out appointment. Items left within the property may be subject to a removal charge. You should be ready to hand over the keys and vacate the property.
2. All items, including furniture and kitchen items, must be returned to their original inventory location. Inventory Clerks are not able to spend time searching for items not in their correct location. You may be held financially responsible for an inventory re-check or cost of replacement items as a consequence.
3. Similarly, all items must be unpacked and not left in boxes. Inventory Clerks are not able to spend time unpacking items. You may be held financially responsible for an inventory re-check or cost of replacement items as a consequence.
4. The property must be thoroughly cleaned throughout before the check out. You will not be allowed to return to the property to finish off cleaning after the check out has taken place. If the property is not fully cleaned, you may be liable for the cost of professional cleaning. Please bear in mind professional cleaning is of a significantly higher standard than general domestic cleaning. You will need to pay particular attention to woodwork, flooring, windows, household furniture (if applicable) kitchen units and appliances, sanitary ware – especially limescale staining.
5. If pets have been kept at the property, please refer to your Tenancy Agreement to check the specific requirements for professional floor cleaning and de-infestation.
6. If you have broken or damaged any items, try to replace them with matching or items of a similar quality.
7. If the property has a garage, greenhouse or shed, these areas must be emptied of your possessions.
8. All rubbish must be removed from inside and outside the property, including dustbins. If rubbish is left, then a removal charge may be charged.
9. It is accepted that during any Tenancy there will be a degree of Wear and Tear to the decoration, fixtures and fittings within a property. If this is deemed to be excessive, you may be charged to make good at the end of your Tenancy. Excessive wear may include heavy scuffs, scratches, chips and indentations, pen or crayon marks, tears to wall coverings, screws or nails drilled into walls. If you have attempted to repair any damage or have touched up paintwork you may be charged to make good if the repair or colour match is poor.
10. Carpets and flooring must be thoroughly cleaned. If you have stained the flooring you may be charged for further cleaning or for compensation/replacement if the stains cannot be removed or if you damaged the flooring for example, with an iron burn or cigarette burn.
11. Furniture must be thoroughly cleaned. Soft furnishings, sofas, beds, mattresses and similar items will be checked against the inventory report for stains or damage. Once again, you may be charged for further cleaning or for compensation/replacement if the stains cannot be removed or if you have damaged the item of furniture for example, with a heavy stain or cigarette type burn or if scratches or ring marks have been left on polished furniture.
12. Curtains and linen must be laundered or dry cleaned before check out, or once again, charges may apply.
13. Kitchen appliances, equipment and utensils will be checked against the inventory report for cleaning issues or damage. If the items need further cleaning or have been damaged beyond the allowance made for Fair Wear and Tear, compensation costs may be charged.
14. Appliance manuals must be left in the property at the check out or you may be charged a replacement cost.
15. Sanitary ware will be checked against the inventory report for cleaning issues or damage. If the items need further cleaning or have been damaged beyond the allowance made for Fair Wear and Tear, compensation charges may be made.
16. If your Tenancy agreement states you must maintain the garden then the garden must be kept in a tidy condition – including mowing lawn areas, weeding borders, sweeping paths and patios. The condition of the garden will be compared to the inventory report and seasonal variations will be taken into account at check out. If the garden is found to be untidy, professional gardening charges may apply.

## Disclaimers

This inventory report is a detailed narrative record from a visual inspection. It is compiled in good faith to provide an accurate descriptive record of the applicable property's contents and the condition and cleanliness of such contents on the date of the inventory report compilation as stated on the cover of this document. It is the duty and ultimate responsibility of the Landlord, Tenant and if applicable, Agent to agree between them the accuracy of this inventory report.

John Williams Property Services and its staff are not trained or qualified Property Surveyors. Under no circumstances should this inventory report be used as a structural survey of a property. Further to this it should be noted that we are not specifically trained or qualified as legal experts on any type or kind of cloth, wood or other material, nor do we have any specific knowledge of antiques. This inventory report should not be deemed to be a definitive statement of each and every item of equipment or furniture, nor indeed of the authenticity of the aforementioned items.

This inventory report does not provide the Landlord, Tenant or the Landlord's/Tenant's Agent with any kind of guarantee regarding the safety of any equipment, furniture or other contents relating to the property. Any description serves merely as a record in accordance with the purpose of this inventory report. Items listed within the inventory report are deemed to be in good condition without any apparent defect unless otherwise stated. In the case of a significant defect of an item(s) such as clear or obvious damage or soiling, then such item(s) will be described appropriately.

It should be noted that it may not be possible to move certain items of furniture to facilitate inspection behind or beneath such items. In addition, it is not usual practice to inspect and detail attics or cellars. Furthermore, we do not inspect rooms which are locked unless a key has been provided. Nor do we inspect items that are packed for storage or in boxes. It should be noted that it is not our practice to individually list books, CDs, DVDs, cleaning items or other miscellaneous items such as the contents of garden sheds, greenhouses or garages.

The ultimate responsibility for the compliance with the Fire & Safety Regulations for Furnishings, Gas and Electrical services is that of the Instructing Principal. Any note within an inventory report compiled by John Williams Property Services stating 'FFR label seen' should not be interpreted to mean that the item complies with the 'Furniture and Furnishings' (Fire) (Safety) (Amendments) 1993. The reference 'FFR label seen' is merely a record that the item was seen to have a label attached, at the time that the inventory report was compiled, similar or the same as that described in the 'Guide to the Furniture and Furnishings' (Fire) (Safety) Regulations that was originally published by the Department of Trade & Industry in January 1997 (or subsequent editions). Under no circumstances should the note 'FFR label seen' be deemed as a specific statement of fact that the applicable item complies with the aforementioned Regulations.

<b>CHECKLIST</b>		
<b>Item</b>	<b>Value</b>	<b>Comments</b>
Evidence of Smoking?	No	
Evidence of Pets?	No	
Evidence of Unauthorised Occupancy?	No	
Keys Handed Over?	N/A	Keys collected and returned to agent
Maintenance Issues?	Yes	
Cleaning Issues?	No	

**1. SCHEDULE OF CONDITION**

Ref	Name	Condition at Inventory & Check In	Condition at Check Out	Additional Comments
1.1	Property Description	2 bedroom, 2 bathroom furnished apartment	<i>As Inventory &amp; Check In</i>	
1.2	Overall Condition	In good overall condition	<i>As Inventory &amp; Check In</i>	
1.3	Overall Cleanliness	Professionally clean	<i>As Inventory &amp; Check In</i>	
1.4	Decorative Order	In good condition	<i>As Inventory &amp; Check In</i>	
1.5	Electrical Appliances / Fittings	In order, tested where possible	<i>As Inventory &amp; Check In</i>	
1.6	Heating	Not tested	<i>As Inventory &amp; Check In</i>	
1.7	Furniture / Items	In good used condition	<i>As Inventory &amp; Check In</i>	

**2. METER READINGS**

Ref	Name	Description	Reading at Inventory & Check In	Reading at Check Out	Additional Comments
2.1	Electric Meter	Location: exterior cupboard, left side of building Serial number: D13A214657	29107	34614	



Ref #2.1

2.2	Gas Meter	Location: exterior cupboard, left side of building Serial number: U6S00462521302	07725,302	08701,620	
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Ref #2.2

2.3	Water Meter	Location: communal hallway cupboard Serial number: 12256279	00848,028	01000,605	
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**2. METER READINGS (CONT.)**



28 Jul 2025 23:35

Ref #2.3

**3. ALARMS**

Ref	Name	Location Room & Floor	Test Result at Inventory & Check In	Test Result at Check Out	Additional Comments
3.1	Smoke Alarm	1 in hallway	Tested for power, sound emitted	As Inventory & Check In	



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Ref #3.1

3.2	Heat Alarm	1 in kitchen	Tested for power, sound emitted	As Inventory & Check In	
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Ref #3.2

3.3	Carbon Monoxide Alarm	1 in hallway 1 in bedroom 2	Tested for power, sound emitted	As Inventory & Check In	
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Ref #3.3



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Ref #3.3



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Ref #3.3



24 Jul 2025 11:00

Ref #3.3

4. KEYS			
Ref	Name	Description	Additional Comments
4.1	Keys at check in	3 x fobs 1 x parking remote 3 x front door keys 1 x mail box key 1 x window key 1 x FB2 key 1 x additional key 1 x balcony door key	
4.2	Keys at check out	2 x fobs 3 x front door 1 x FB2 1 x mail box 1 x window 1 x balcony door key 1 x bike store key	



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Ref #4.2



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Ref #4.2

5. ENTRANCE & HALLWAY



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Ref #5



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Ref #5



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Ref #5



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Ref #5

5. ENTRANCE & HALLWAY (CONT.)



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Ref #5



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Ref #5

Ref	Name	Description	Condition at Inventory & Check In	Condition at Check Out	Additional Comments
5.1	Door / Frame Exterior	Grey painted wooden door Grey painted wooden frame Chrome spy hole Chrome plaque with numerals 'G07' Chrome lock and handle	White and black tape residue marks to mid level of door Heavy chip to right hand side of frame low level Scuffs to low level of door Additional scuffs and marks to door and frame Scratches to handle	<i>As Inventory &amp; Check In</i>	
5.2	Door / Frame Interior	White painted wooden door White painted wooden frame Reverse of spy hole Chrome handle and twist lock	Light scuffs and marks to door and frame	<i>As Inventory &amp; Check In</i>	
5.3	Walls	Grey painted walls	Light scuff marks in places	<i>As Inventory &amp; Check In +</i>  Further light scuffs - fair wear and tear	
5.4	Ceiling	White painted ceiling	In good condition	<i>As Inventory &amp; Check In</i>	

5. ENTRANCE & HALLWAY (CONT.)				
5.5	Skirting	White painted wooden skirting	In good condition	<i>As Inventory &amp; Check In</i>
5.6	Flooring	Light wood laminate flooring	In good condition	<i>As Inventory &amp; Check In</i>
5.7	Heating	1 white metal radiator	Not tested	<i>As Inventory &amp; Check In</i>
5.8	Lighting	8 ceiling mounted spotlights	2 not working	<i>As Inventory &amp; Check In</i>
5.9	Switches / Sockets	3 white plastic light switches 1 white plastic double socket	Light switches in working order Sockets not tested	<i>As Inventory &amp; Check In</i>
5.10	Storage Cupboard	2 white painted wooden doors with chrome handle White painted interior walls Grey plastic bucket and mop Blue and grey floor cleaner Door mounted grey metal ironing board with grey cover Keston water tank with associated piping  Indesit washing machine Serial number: 601936010867 9 push buttons 1 dial Digital display White plastic soap drawer White door with grey rubber seal	Scuffs and marks to doors Scuffs to interior walls Washing machine in good order Contents in good used order Electrical items, not tested Crack to lid of top panel of water tank	<i>As Inventory &amp; Check In +</i>  Brown staining to top of washing machine <b>Needs Maintenance - Investigate</b>
 <p>24 Jul 2025 10:40 Ref #5.10</p>				
5.11	Contents	2 shoe holders VAX vacuum White wood laminate drawer unit with 4 drawers Euro hike chair Wall mounted mirror	Scuffs to front of drawers Bars to bottom shelf of 1 shoe holder bent Electrical items not tested Contents in good used order	<i>As Inventory &amp; Check In +</i>  Vacuum in reception Hiking chair seen on balcony Few bars removing from shoe holder <b>Needs Replacing - Tenant</b>

5. ENTRANCE & HALLWAY (CONT.)



Ref #5.11

5.12	Accessories	Wall mounted entry phone	Not tested	As Inventory & Check In
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6. KITCHEN & RECEPTION



Ref #6



Ref #6



Ref #6



Ref #6



Ref #6



Ref #6



Ref #6



Ref #6



Ref #6



Ref #6



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Ref #6



Ref #6



Ref #6



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Ref #6

6. KITCHEN & RECEPTION (CONT.)



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Ref #6



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## 6. KITCHEN &amp; RECEPTION (CONT.)



Ref #6

Ref	Name	Description	Condition at Inventory & Check In	Condition at Check Out	Additional Comments
6.1	Door / Frame Exterior	Grey painted wooden door White painted wooden frame Chrome handles	Scuffs to door and frame Chips to door and frame	<i>As Inventory &amp; Check In</i>	
6.2	Door / Frame Interior	Grey painted wooden door Grey painted wooden frame Chrome handle	Scuffs to door and frame Chips to door and frame	<i>As Inventory &amp; Check In</i>	
6.3	Walls	Grey painted walls	White plastic hook in kitchen area Brown splash marks in kitchen area Light scattered scuffs and marks Glue residue marks to high-level in reception area Paint chip in reception area left of balcony doors	<i>As Inventory &amp; Check In +</i>  Further light marks in places – fair wear and tear	
6.4	Ceiling	White painted ceiling	In good condition	<i>As Inventory &amp; Check In</i>	
6.5	Skirting	Grey painted wooden skirting	In good condition	<i>As Inventory &amp; Check In</i>	
6.6	Flooring	Light wood laminate flooring	Light rub marks in places otherwise in good condition	<i>As Inventory &amp; Check In</i>	
6.7	Heating	1 white metal radiator	Not tested	<i>As Inventory &amp; Check In</i>	
6.8	Lighting	10 ceiling mounted spotlights 1 light fitting and shade	1 spotlight not working	<i>As Inventory &amp; Check In</i>	
6.9	Switches / Sockets	1 white plastic light switch 6 white double sockets	Light switches in working order Sockets not tested	<i>As Inventory &amp; Check In</i>	

**6. KITCHEN & RECEPTION (CONT.)**

6.10	Window(s)	Grey metal frames 1 balcony door with chrome handle and 1 key 1 opening window with chrome handle 2 fixed double glazed panels	Light marks to frame Tarnished to handles	<i>As Inventory &amp; Check In</i>	
6.11	Curtains	2 white net curtains 2 grey floor length fabric curtains	Net curtains in good order Light stains and white marks to grey curtains	<i>As Inventory &amp; Check In</i>	
6.12	Fridge Freezer	Zanussi fridge freezer 4 glass shelves with white plastic trim 2 salad crisper drawers with glass lid panel 4 door shelves, 1 with lid 3 freezer drawers Serial number: 32000198	Stained to door seals Cracks to all freezer drawers Rub marks to base of fridge	<i>As Inventory &amp; Check In</i>	
6.13	Hob	AEG hob 4 electric burners 4 black plastic dials Black painted metal trim	Scratches to metal trim Scratches and marks to top surface Wear marks to burners Burnt on marks around burners	<i>As Inventory &amp; Check In</i>	
6.14	Extractor Hood	Pull out panel 2 stainless steel filters 2 lights Control buttons	Lights not working Stainless steel and filters slightly tarnished	Lights now in working order	
6.15	Oven	AEG oven Stainless steel control panel with 2 dials, 3 push buttons and digital display Glass and stainless steel door with chrome handle 2 chrome wire shelves Oven tray with trivet Serial number: 32095894	Tarnished to stainless steel control panel Burnt on marks to interior and tray	<i>As Inventory &amp; Check In</i> +  Clean and in good order	
6.16	Dishwasher	Zanussi dishwasher Stainless steel interior 2 white plastic coated wire drawers 1 white plastic cutlery holder Serial number: 31334894	Lightly marked to interior door	<i>As Inventory &amp; Check In</i>	
6.17	Microwave	AEG microwave Black glass door 6 push buttons, 1 dial and digital display Circular glass plate Serial number: 32000084	In good condition	<i>As Inventory &amp; Check In</i>	

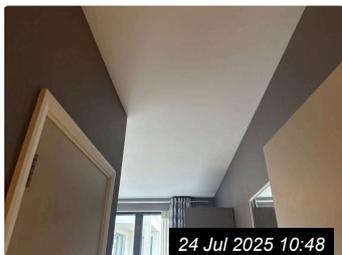
**6. KITCHEN & RECEPTION (CONT.)**

6.18	Sink	Stainless steel sink Stainless steel waste and strainer plug Chrome mixer tap	Tarnished marks to sink and tap	<i>As Inventory &amp; Check In</i>
6.19	Worktop(s)	Cream stone effect worktop	Heavy burnt mark left of hob Additional burn marks, shading and stains to worktop throughout	<i>As Inventory &amp; Check In</i>
6.20	Base Units	White wood laminate base units White wood laminate doors with chrome handles White wood laminate interior and interior shelving 3 white wood laminate drawers with chrome handles	Lightly marked to unit interiors and drawer interiors	<i>As Inventory &amp; Check In</i>
6.21	Wall Units	White wood laminate wall units White wood laminate doors with chrome handles White wood laminate interior and interior shelving	Lightly marked to unit interiors	<i>As Inventory &amp; Check In</i>
6.22	Contents	8 small bowls 1 green bowl 1 black and white bowl Saucepan with lid 3 side plates 2 dinner plates Yellow mug 1 black and white small plate White oven dish with glass lid Grey plastic cutlery tray Assortment of cutlery Few additional kitchen items	Contents in good used condition Discoloured marks to oven dish	<i>As Inventory &amp; Check In</i>
6.23	Bin	Stainless steel bin	In good order	<i>As Inventory &amp; Check In</i>
6.24	Storage Unit	White wood laminate storage unit 8 storage compartments 3 brown storage boxes with rope handles	Lightly marked to top surface Miscellaneous items to 2 boxes	<i>As Inventory &amp; Check In</i>
6.25	Fan	White plastic freestanding fan	Not tested	<i>As Inventory &amp; Check In</i>
6.26	Dining Table and Chairs	Dining table with white wood laminate top surface with chrome legs 4 clear plastic dining chairs with chrome legs	Heavy cracks to top surface of table Indent to edge of table Chairs in good order	<i>As Inventory &amp; Check In</i>

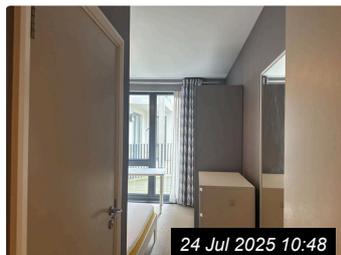
**6. KITCHEN & RECEPTION (CONT.)**

6.27	Trolley	White metal wire 3 tier trolley on wheels	In good order	<i>As Inventory &amp; Check In +</i>  Seen in hallway
6.28	Lamp	Black metal freestanding lamp	In working order	<i>As Inventory &amp; Check In</i>
6.29	Coffee Table	White wood laminate coffee table on wheels Storage compartment with drawers Glass panel to top surface	Light marks to top surface below glass panel	<i>As Inventory &amp; Check In +</i>  Further light wear to top surface – fair wear and tear
6.30	Rug	Grey rug	In good condition	<i>As Inventory &amp; Check In</i>
6.31	TV Unit	White wood laminate TV unit 2 black wood laminate cupboard doors 1 white wood laminate shelf	Heavy brown stain to left-hand side of top surface	<i>As Inventory &amp; Check In</i>
6.32	Sofa	Grey fabric 2 seat sofa 2 seat cushions 2 back cushions	Lightly worn and fraying in places	<i>As Inventory &amp; Check In</i>
6.33	Armchair	Grey fabric armchair	In good order	<i>As Inventory &amp; Check In</i>

**7. BEDROOM 1**



Ref #7



Ref #7



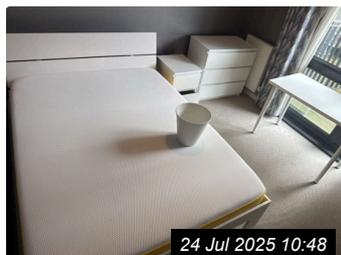
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7. BEDROOM 1 (CONT.)



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Ref #7



Ref #7

Ref	Name	Description	Condition at Inventory & Check In	Condition at Check Out	Additional Comments
7.1	Door / Frame Exterior	White painted wooden door White painted wooden frame Chrome handle	Light marks to frame and door	<i>As Inventory &amp; Check In</i>	
7.2	Door / Frame Interior	White painted wooden door White painted wooden frame Chrome handle	Scuffs and marks to frame Crack to frame edges Black door trim attached to frame in places Chipped to high level of frame Door in good order	<i>As Inventory &amp; Check In</i>	
7.3	Walls	Grey wallpapered walls	Wallpaper covered strips to corner near en-suite Heavy scratches and chips to corner near en-suite Lightly marked	<i>As Inventory &amp; Check In</i> + Additional light marks – fair wear and tear	
7.4	Ceiling	White painted ceiling	In good order	<i>As Inventory &amp; Check In</i>	
7.5	Skirting	White painted wooden skirting	Scuffs and chips to skirting	<i>As Inventory &amp; Check In</i>	
7.6	Flooring	Beige fitted carpet	Light stains and marks	<i>As Inventory &amp; Check In</i>	
7.7	Heating	White metal radiator	Not tested	<i>As Inventory &amp; Check In</i>	
7.8	Lighting	1 ceiling mounted light fitting Beige shade	In working order	<i>As Inventory &amp; Check In</i>	

7. BEDROOM 1 (CONT.)

7.9	Switches / Sockets	1 white plastic light switch 3 double white plastic double sockets	Light switch in working order Sockets not tested	<i>As Inventory &amp; Check In</i>
7.10	Window(s)	2 fixed double glazed windows 1 opening double glazed window with chrome handle Grey metal frame	In good condition	<i>As Inventory &amp; Check In +</i>  Handle loose and detaches is when pulled  <b>Needs Maintenance - Investigate</b>



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Ref #7.10

7.11	Curtains	2 white net curtains 2 white and grey floor length fabric curtains	Fabric pulls to white net curtains Grey curtains in good order	<i>As Inventory &amp; Check In</i>
7.12	Wardrobes	Grey wood laminate wardrobe 3 grey wood laminate doors with integrated handles 2 interior shelves 2 interior fitted metal rails Metal shoe holder	2 plastic hooks to 1 door interior 1 door hinge loose 1 plastic hook to 1 door interior 1 plastic hook to wardrobe interior	<i>As Inventory &amp; Check In</i>
7.13	Bed / Mattress	White wooden bed base White and yellow mattress	Bed base in good order Light stains to mattress	<i>As Inventory &amp; Check In</i>
7.14	Drawer Unit	White wooden drawer unit 4 drawers	Plastic hook to side exterior panel Chipped to exterior top edges Chipped and swollen marks to top surface	<i>As Inventory &amp; Check In</i>
7.15	Mirror	Wall mounted white wooden frame mirror	Brown stain to frame 2 white sticker pads to high level of frame	<i>As Inventory &amp; Check In</i>
7.16	Bedside Unit	White wooden bedside unit 2 drawers	Stains to drawer interiors Stain to top surface Chips to exterior edges	<i>As Inventory &amp; Check In</i>

**7. BEDROOM 1 (CONT.)**

7.17	Desk	White wooden desk White metal legs	Light scuffs and marks to top front edges Chipped and swollen to top edges	<i>As Inventory &amp; Check In +</i>  Further light wear to top surface – fair wear and tear
7.18	Bin	White plastic bin	In good order	<i>As Inventory &amp; Check In</i>

**8. EN-SUITE**



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Ref #8



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Ref #8



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8. EN-SUITE (CONT.)					
Ref	Name	Description	Condition at Inventory & Check In	Condition at Check Out	Additional Comments
8.1	Door / Frame Exterior	White painted wooden door White painted wooden frame Chrome handles and twist lock	Chipped indents to door Heavy scuffs and chips to high level edge of frame	<i>As Inventory &amp; Check In</i>	
8.2	Door / Frame Interior	White painted wooden door White painted wooden frame Chrome handles and twist lock	In good condition	<i>As Inventory &amp; Check In</i>	
8.3	Walls	Grey tiled walls	Light residue marks Discolouration to grouting 2 white plastic hooks attached White sticker pad Sticker residue mark 1 white and green plastic hook	<i>As Inventory &amp; Check In</i> +  2 x clear plastic and metal hooks attached <b>Needs Removing - Tenant</b>	



Ref #8.3



Ref #8.3

8.4	Ceiling	White painted ceiling	In good order	<i>As Inventory &amp; Check In</i>	
8.5	Flooring	Grey tiled flooring	Discolouration to grouting Yellow residue marks	<i>As Inventory &amp; Check In</i>	
8.6	Heating	Chrome wall mounted towel rail radiator	Not tested	<i>As Inventory &amp; Check In</i>	
8.7	Lighting	4 ceiling mounted spotlights	1 not working	<i>As Inventory &amp; Check In</i>	
8.8	Extractor Fan	White plastic ceiling mounted vent	In good order	<i>As Inventory &amp; Check In</i>	
8.9	Switches / Sockets	1 white plastic shavers only socket	Not tested	<i>As Inventory &amp; Check In</i>	

8. EN-SUITE (CONT.)					
8.10	Toilet	White enamel toilet White plastic seat and lid Chrome effect flush	Shaded and discoloured to underside of seat Blue stain to underside of seat Heavy scuffs and limescale to toilet interior	<i>As Inventory &amp; Check In +</i>  Flush panel loose and detaches is when pulled, still in working order  <b>Needs Maintenance - Investigate</b>	
		 24 Jul 2025 10:58 Ref #8.10	 24 Jul 2025 10:58 Ref #8.10		
8.11	Sink	White enamel sink Chrome mixer tap and pop up plug	Discolouration around plug Cleaning scratches to tap Light limescale residue to base of tap	<i>As Inventory &amp; Check In</i>	
8.12	Shower	Tiled shower base with stainless steel drain White plastic trim Fixed glass shower screen Chrome mixer tap Chrome effect shower head, hose and riser bar	Discolouration to tiled grouting Limescale residue to shower head Yellow discolouration along white plastic trim	<i>As Inventory &amp; Check In</i>	
8.13	Contents	Grey metal pedal bin Toilet brush in grey metal holder Chrome and black metal wire toilet roll holder Wall mounted mirror Black and white stone shelf	All contents in used condition Silvering to mirror edges Stains and chemical marks to stone shelf	<i>As Inventory &amp; Check In</i>	

9. BEDROOM 2																			
 24 Jul 2025 11:00 Ref #9					 24 Jul 2025 11:00 Ref #9					 24 Jul 2025 11:00 Ref #9					 24 Jul 2025 11:00 Ref #9				

9. BEDROOM 2 (CONT.)



24 Jul 2025 11:00

Ref #9



24 Jul 2025 11:01

Ref #9



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Ref #9



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Ref #9



24 Jul 2025 11:01

Ref #9



24 Jul 2025 11:02

Ref #9

Ref	Name	Description	Condition at Inventory & Check In	Condition at Check Out	Additional Comments
9.1	Door / Frame Exterior	White painted wooden door White painted wooden frame Chrome handle	In good order	As Inventory & Check In	
9.2	Door / Frame Interior	Grey painted wooden door White painted wooden frame Chrome handle	In good order	As Inventory & Check In	
9.3	Walls	Grey wallpapered walls	Paper ripped with nail holes Brass picture hook	As Inventory & Check In +  Further light wear to walls – fair wear and tear	

**9. BEDROOM 2 (CONT.)**

9.4	Ceiling	White painted ceiling	Scuffs above wardrobe	<i>As Inventory &amp; Check In</i>
9.5	Skirting	White painted wooden skirting	Scuffs and marks	<i>As Inventory &amp; Check In</i>
9.6	Flooring	Beige fitted carpet	3 brown burn marks near wardrobe Lightly marked and furniture indents	<i>As Inventory &amp; Check In</i>
9.7	Heating	1 white metal radiator	Not tested	<i>As Inventory &amp; Check In</i>
9.8	Lighting	1 ceiling mounted light fitting Beige shade	In working order	<i>As Inventory &amp; Check In</i>
9.9	Switches / Sockets	1 white plastic light switch 3 double white plastic sockets	Light switch in working order Sockets not tested	<i>As Inventory &amp; Check In</i>
9.10	Window(s)	2 fixed double glazed windows 1 opening double glazed window with chrome handle 1 key Grey metal frame	In good order Tarnished and scratched to handle	<i>As Inventory &amp; Check In</i>
9.11	Curtains	2 white net curtains 2 grey floor length fabric curtains	In good order	<i>As Inventory &amp; Check In</i>
9.12	Wardrobes	White wood laminate wardrobe 2 white wood laminate sliding doors with white metal handles Light wood laminate interior 2 white metal rails Light wood laminate interior shelves	In good order	<i>As Inventory &amp; Check In</i>
9.13	Bedside Units	1 black wood bedside unit with 2 drawers and integrated handles 1 dark wood bedside unit with 2 drawers and chrome handles	Chipped and scratches to drawer interiors Stained and marked to drawer interiors Heavy stains to drawer interiors Chipped to exterior edges	<i>As Inventory &amp; Check In +</i>  Seen in reception
9.14	White Storage Unit	White wood laminate storage unit 4 storage compartments	Swollen chipped marks to top surface	<i>As Inventory &amp; Check In</i>
9.15	Desk	White wood laminate desk White metal legs	Laminate to front edge loose and separating Heavy chip to top front edge	<i>As Inventory &amp; Check In</i>

9. BEDROOM 2 (CONT.)

9.16	Side Table	Side table with black wood laminate top surface Metal base	Stains and marks to base	<i>As Inventory &amp; Check In +</i>  Seen in reception
9.17	Office Chair	Black leather effect office chair	In good order	<i>As Inventory &amp; Check In</i>
9.18	Drawer Units	2 white wood laminate drawer units Each with 3 drawers	Chipped and marks to drawer interiors Heavy stains to drawer interiors Chipped to exterior edges	<i>As Inventory &amp; Check In +</i>  1 x seen in bedroom 1
9.19	Bed / Mattress	Black wooden bed base with matching headboard White mattress	In good condition	<i>As Inventory &amp; Check In +</i>  Light wear to edges of bed base – fair wear and tear Chipped to edges of headboard <b>Needs Maintenance - Tenant</b>



24 Jul 2025 11:07

Ref #9.19

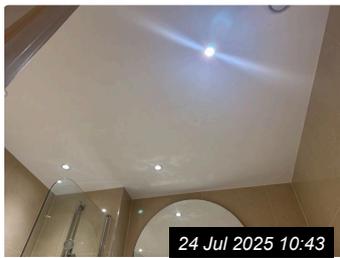
9.20	Clothes Rail	Black metal clothes rail	Bar to low level loose to fitting	<i>As Inventory &amp; Check In +</i>  Wheel not attached to base <b>Needs Maintenance - Tenant</b>
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Ref #9.20

10. BATHROOM



24 Jul 2025 10:43

Ref #10



24 Jul 2025 10:43

Ref #10



24 Jul 2025 10:43

Ref #10



24 Jul 2025 10:44

Ref #10



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Ref #10



24 Jul 2025 10:44

Ref #10

Ref	Name	Description	Condition at Inventory & Check In	Condition at Check Out	Additional Comments
10.1	Door / Frame Exterior	White painted wooden door White painted wooden frame Chrome handle and twist lock	In good order	<i>As Inventory &amp; Check In</i>	
10.2	Door / Frame Interior	White painted wooden door White painted wooden frame Chrome handle and twist lock	In good order	<i>As Inventory &amp; Check In</i>	
10.3	Walls	Beige tiled walls	Discolouration to grouting	<i>As Inventory &amp; Check In</i>	

10. BATHROOM (CONT.)					
10.4	Ceiling	White painted ceiling	In good order	Paint bubbling, cracked and flaking <b>Needs Maintenance - Investigate</b>	
		<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>24 Jul 2025 10:45 Ref #10.4</p> </div> <div style="text-align: center;">  <p>24 Jul 2025 10:45 Ref #10.4</p> </div> </div>			
10.5	Flooring	Beige tiled flooring	Discolouration to grouting	<i>As Inventory &amp; Check In</i>	
10.6	Heating	Wall mounted chrome towel rail radiator	Not tested	<i>As Inventory &amp; Check In</i>	
10.7	Lighting	4 ceiling mounted spotlights	In working order	<i>As Inventory &amp; Check In</i>	
10.8	Extractor Fan	White plastic ceiling mounted vent	In good order	<i>As Inventory &amp; Check In</i>	
10.9	Switches / Sockets	White plastic shavers only socket	Not tested	<i>As Inventory &amp; Check In</i>	
10.10	Toilet	White enamel toilet White plastic seat and lid Chrome effect flush	Slightly shaded to underside of seat Scuffs to toilet interior Limescale residue to toilet interior	<i>As Inventory &amp; Check In</i>	
10.11	Sink	White enamel sink Chrome mixer tap and pop up plug	Light limescale residue to base of tap and around plug Scratches to plug and waste	<i>As Inventory &amp; Check In</i> + Chemical marks to mixer tap and plug <b>Needs Maintenance - Tenant</b>	

10. BATHROOM (CONT.)



24 Jul 2025 10:46

Ref #10.11



24 Jul 2025 10:46

Ref #10.11

10.12	Bath / Shower	White enamel bath Beige tiled bath panel Glass shower screen Chrome mixer tap Chrome effect shower head, hose and riser bar	Limescale to fittings Black mould marks to base centre of bath panel Black mould marks to sealant top edge of bath	As Inventory & Check In +  1 x tap handle detached and seen placed on bath top edge  Needs Maintenance - Investigate	
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24 Jul 2025 10:46

Ref #10.12



24 Jul 2025 10:47

Ref #10.12

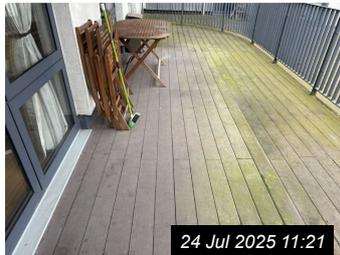
10.13	Contents	White metal pedal bin White toilet brush in white metal holder Wall mounted circular mirror Black and white stone shelf Chrome freestanding toilet roll holder	Stains and chemical marks to shelf Silvering to mirror edges Contents in used order	As Inventory & Check In	
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11. BALCONY



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Ref #11



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Ref #11



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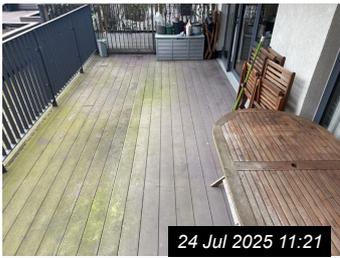
Ref #11



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Ref #11

**11. BALCONY (CONT.)**



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Ref #11



24 Jul 2025 11:21

Ref #11



24 Jul 2025 11:21

Ref #11



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Ref #11



24 Jul 2025 11:21

Ref #11

Ref	Name	Description	Condition at Inventory & Check In	Condition at Check Out	Additional Comments
11.1	Walls	White painted concrete walls Grey metal railings	In good exterior order	<i>As Inventory &amp; Check In</i>	
11.2	Flooring	Grey panelled flooring	Heavy green discolouration throughout	<i>As Inventory &amp; Check In</i>	
11.3	Lighting	Wall mounted light fitting	In working order	<i>As Inventory &amp; Check In</i>	
11.4	Contents	Light wooden garden table 6 light wooden folding garden chairs Chrome double pedal bin Green and grey plastic storage container with a few miscellaneous items to interior	In good exterior order Weathered and marked to chairs and table Bin weathered and discoloured Storage sun faded and weathered Miscellaneous items appear in good exterior order	<i>As Inventory &amp; Check In</i>	

**12. MANUALS**

Ref	Name	Description	Additional Comments
12.1	Appliance and Property Manuals	None seen	

**Needs Maintenance**

Ref	Responsibility	Comments
<a href="#">5.10</a> Entrance & Hallway » Storage Cupboard	Investigate	Brown staining to top of washing machine

**Needs Maintenance**



Ref #5.10

[7.10](#) Bedroom 1 » Window(s)

Investigate

Handle loose and detaches is when pulled



Ref #7.10

[8.10](#) En-suite » Toilet

Investigate

Flush panel loose and detaches is when pulled, still in working order



Ref #8.10



Ref #8.10

[9.19](#) Bedroom 2 » Bed / Mattress

Tenant

Chipped to edges of headboard



Ref #9.19

[9.20](#) Bedroom 2 » Clothes Rail

Tenant

Wheel not attached to base

**Needs Maintenance**



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Ref #9.20

[10.4](#) Bathroom » Ceiling

Investigate

Paint bubbling, cracked and flaking



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Ref #10.4



24 Jul 2025 10:45

Ref #10.4

[10.11](#) Bathroom » Sink

Tenant

Chemical marks to mixer tap and plug



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Ref #10.11



24 Jul 2025 10:46

Ref #10.11

[10.12](#) Bathroom » Bath / Shower

Investigate

1 x tap handle detached and seen placed on bath top edge



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Ref #10.12



24 Jul 2025 10:47

Ref #10.12

**Needs Replacing**

**Ref**

**Responsibility**

**Comments**

[5.11](#) Entrance & Hallway » Contents

Tenant

Few bars removing from shoe holder

**Needs Replacing**



24 Jul 2025 10:41

Ref #5.11

**Miscellaneous Actions**

Ref	Responsibility	Action	Comments
<a href="#">8.3</a> En-suite » Walls	Tenant	Needs Removing	2 x clear plastic and metal hooks attached



24 Jul 2025 10:56

Ref #8.3



24 Jul 2025 10:56

Ref #8.3

## 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.

## Appendix

### Comment Summary

Ref	Comments
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