

Inventory & Schedule of Condition

Of the property:

- *SAMPLE PROPERTY* -

Compiled for:

- *LETTING & MANAGEMENT AGENT* -

On

- - / - - / - -

By

My Fair Landlord
7 Cavendish Crescent
Bath BA1 2UG
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(N.B. this report has been truncated to facilitate swifter download)

Notes and Conditions

- This inventory has been prepared for identification purposes only and in no way constitutes a valuation or statement of authenticity. No responsibility is accepted beyond this purpose and no contract is assumed. In the case of dispute, expert advice should be sought.
- This inventory provides a fair and accurate record of the contents and condition of the property at the time of the report. It is the responsibility of the Landlord and Tenant (or their respective Agents) to agree between themselves the accuracy of the report.
- This inventory does not report on the adequacy of or safety of any equipment, contents or structure, but it is merely record that such items exist in the property at the date of the inventory and the superficial condition thereof. In addition, none of the electrical or gas appliances have been checked as to working order.
- The person compiling this inventory is not an expert in fabrics, woods, materials, antiques etc, nor a qualified surveyor.
- My Fair Landlord Ltd accept no responsibility for stating whether the furniture or effects in the property meet the necessary Fire & Furnishing, Gas Safety and/or Electrical Regulations. The responsibility for compliance to the above regulations ultimately rests with the instructing principal.
- Where the inventory notes “FFR label seen” this should not be interpreted to mean the item complies with the “Furniture & Furnishings” (Fire) (Safety) (Amendments) 1993”. It is a record that the item has a label as described or similar to that detailed in the “Guide” published by the department of Trade and Industry January 1997 (or subsequent date), attached at the time the inventory was compiled. It is not a statement that the item can be considered to comply with the regulations.
- Items stored in lofts and/or private storage areas, consumables, books and cleaning materials etc will not be listed individually and are the sole responsibility of the Landlord.
- We reserve the right not to move/handle heavy furniture or valuable/fragile items.
- All windows & glazing should be assumed intact unless explicitly stated in this report.
- The contents of the property should be reinstated to their original places for check-out. Every effort is made to locate missing items, however if items listed are missing, the responsibility rests with the tenant.
- Any comments/observations by either party should be reported/noted at the time/day of inspection, at the commencement of the tenancy.
- MFL work with a specific set of standardised terms and descriptions, allowing us to easily reference individually listed items against comparable items from other work we have done. In the event of end-of-tenancy dispute, MFL can provide the Landlord/ Agent/ Tenant with a full lexicon and past reports to better ascertain comparable decorative states and ‘fair wear and tear’ precedents.
- Sockets & switches will be listed collectively. Where ‘GC’ is stated, it should be assumed that all sockets and switches are in good condition. Any damage to any sockets/ switches will be listed individually in detail.

PROPERTY SUMMARY

Property Details:

- A two bedroom part-furnished house with gardens to front & rear.
- Property decorated to a good standard throughout, with occasional areas of wear & tear (predominantly light) evident.

Standard of Cleanliness:

- Property cleaned after previous Check-Out to a good standard.
- Some very minor cleaning issues overlooked (to be rectified prior to Check-In as agreed by Landlord).

External Areas:

- Front & Rear in good seasonal condition: well tended. (see photographic catalogue)

KEYS					
Number of sets	2		<i>Key to Abbreviations used within this document:</i> GC Good condition LHS Left hand side RHS Right hand side Imm. Immediate w/ with occ. occasional esp. especially opp. opposite Definition- "old defects": painted-over/ repaired areas of previous defect/ damage		
Cylinder keys	2 / 2				
Mortise Keys	2 / 2				
Window Keys	8 (total)				
Garage/Shed Keys	n/a				
ELECTRICITY					
Location of meter	Rear of property				
Reading	- 28319 -				
Serial Number	S70C 03093				
GAS					
Location of meter	Front external				
Reading	- 01293 -				
Serial Number	1510GGTK1L2L				
				Stopcock cut-off/ location	Kitchen, rear of unit beneath sink
OIL					
Location of meter	Watchman, in Kitchen				
Reading	7 bars				
					Initials: TT _____ LL _____

AREA/ROOM	ITEM DESCRIPTION	QUANTITY	CONDITION	NOTES
HALL/ STAIRS/ LANDING				
Front door	White painted panelled door	1	Some weathering to exterior; some paint cracking to interior panels GC	
	Black metal locking handles	2		
Walls	Magnolia painted		- some scuffing/ marking to imm. RHS - 1 screw to LHS - some occ. fine cracking - occ. diffuse small marks at mid/ low level RHS wall - nascent mould apparent to wall at window perimeters	
Ceiling	White painted		GC	
Paintwork	Pine skirting, doorframes, windowledges, handrails, spindles & newels White painted shelf		Largely GC occ. minor old defects; heavy marking to far windowledge Occ. small chips, more so to LHS	
Floor covering	Brown/ white flecked carpet		- Some general wear to main traffic areas in Hall - localised patch of brown spot marking (diffuse, 6" spread) to imm. RHS of front door - very minor wear visible to 1st 3 stair treads - Landing carpet GC throughout	
Ceiling lights	White pendant fitting	1	GC	
	Faux-suede patterned shade	1	GC slight yellowing to interior	
	Circular white/ opaque plastic fitting	1	GC	
Sockets & switches	White plastic (as fitted)		All GC	
Smoke detector	White	2	GC	
Heating control	Drayton, white	1	GC very minor discolouration	
Consumer unit	MK , grey	1	GC	
Radiators	White double	2	GC	

AREA/ROOM	ITEM DESCRIPTION	QUANTITY	CONDITION	NOTES
Fireplace	Brick surround w/ yellow stone slabbed hearth		Aged; old defects	
Other	Sewage system instruction, in wall-mounted light wood frame	1	N/A	
				Initials: TT ____ LL ____

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AREA/ROOM	ITEM DESCRIPTION	QUANTITY	CONDITION	NOTES
CLOAKROOM				
Door	Pine panelled door Black metal handles Chrome bolt	1 2 1	GC GC GC	
Walls	Magnolia painted		GC 1 hook to LHS wall, 1 hook to RHS wall	
Ceiling	White painted		GC visible old defect (2cm) at RHS of LHS sunken spot	
Paintwork	Pine skirting & doorframe Magnolia painted pipe boxing		GC Stained	
Floor covering	Pink ceramic tiling		GC	
Ceiling lights	White sunken spot	2	GC	
Extractor	Steeple, white	1	GC	
Tiling	Cream marble effect ceramic tiling		GC some light discolouration to grouting around handbasin	
Radiator	White single	1	GC	
Windows	White uPVC double glazed w/ white locking handle	1	GC	
Handbasin	White ceramic w/ 2 chrome/ white taps	1	GC	Chrome plug present: chain snapped
Toilet	White ceramic w/ pine seat, double chrome flush button	1	GC	
Toilet brush	White plastic	1	GC	
				Initials: TT ____ LL ____

AREA/ROOM	ITEM DESCRIPTION	QUANTITY	CONDITION	NOTES
RECEPTION				
Door	Pine panelled door Black metal handles	1 2	GC 1 small indentation to lower LHS GC	
Walls	Magnolia painted		- 1 chip to far RHS - 3 hooks affixed - occ. diffuse marks/ scuffs at mid/ low level - slight mould & fine cracking to walls at window perimeters - dent (from handle) behind door	
Ceiling	White painted		Slight chipping to plasterboard nails	
Paintwork	Pine skirting, doorframe, windowledges & window seats		Slight scratching to window seats; remainder largely GC minor old defects only	
Floor covering	Beige/ white flecked carpet		GC some light wear evident	
Ceiling lights	White sunken spot	8	GC	
Smoke detector	White	1	GC	
Sockets & switches	White plastic		GC	
Aerial sockets	White double coaxial cable	1	GC	
Radiators	White double	1	GC	
Windows	White uPVC double glazed w/ white locking handles	2	GC	
Curtain tracks/poles	Pine pole w/ spherical finials	2	GC	
Curtains/blinds	Pink/ green flower patterned lined curtains	2 pairs	GC	
Sofa	Thomas Williams brown leather 2-seated button-backed	1	GC some very minor wear visible to seat cushions	
Ottoman	Thomas Williams brown leather hinged-lid buttoned, on wooden feet w/ castors	1	- Occ. very minor chips to wooden feet - leather GC, unmarked	
Scatter cushions	Union Jack-motif chenille rectangular Laura Ashley purple velour cylindrical bolster	1 2	GC GC	

Side table	Dark wood 1950's rectangular curved-edged on black metal tripod base	1	- 2 very fine parallel scratches to top at LHS - remainder GC	
Television	Sony Bravia 32" KDL32W705C 1080p Smart TV - wall-mounted on white metal hinged bracket - w/ Sony Bravia remote control	1	GC	AC cable, Scart cable & 3' HDMI cable present
	Humax Youview box w/ AC cable & Humax remote control	1	GC	
Vase	12" twisted frosted glass Art Nouveau-style	1	GC	
Internet equipment	BT black Broadband router w/ AC cable	1	GC	
	White ADSL 2-point filter	1	GC	
				Initials: TT ____ LL ____

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AREA/ROOM	ITEM DESCRIPTION	QUANTITY	CONDITION	NOTES
BEDROOM 1				LANDING RHS
Door	Pine panelled door Brass handles	1 2	GC GC	
Walls	Magnolia painted		- 2 pinholes to far wall - 1 brass hook to RHS wall - some diffuse marking/ chipping at mid/ low level - localised chipping at mid level of protruding LHS wall edge	
Ceiling	White painted w/ white loft hatch		GC hatch marked	
Paintwork	Pine skirting, doorframe & windowledge White painted shelf		Windowledge scratched; remainder GC Some marking to top	
Floor covering	Beige/ white flecked carpet		General wear esp. near middle	
Ceiling lights	White pendant fitting Spherical paper shade	1 1	GC GC	
Sockets & switches	White plastic		GC	
Radiators	White single	1	GC	
Windows	White uPVC double glazed w/ white locking handle	1	GC mould to seal	
Curtain tracks/poles	Pine pole w/ spherical finials	1	GC	
Curtains/blinds	Beige/ white flower patterned lined curtains	1 pair	Generally GC some very faint yellowing to lower trim of LHS panel	
Bed/ mattress	IKEA Hemnes white laminate single slatted base w/ white laminate recessed headboard IKEA Sultan single mattress White Slumberdown single mattress cover	1 1 1	- Minor peeling/ lifting to laminate on both RHS feet - remainder of base GC GC GC	
				Initials: TT ____ LL ____

AREA/ROOM	ITEM DESCRIPTION	QUANTITY	CONDITION	NOTES
BEDROOM 2				
Door	Pine panelled door Brass handles	1 2	GC GC	
Walls	Magnolia painted		- mould to wall around windows - 2 filled areas to RHS of front window - general marking at mid/ low level - 1 hook to far wall	
Ceiling	White painted		GC	
Paintwork	Pine skirting, doorframe & windowledge		GC very occ. minor marks to skirting	
Floor covering	Beige/ white flecked carpet		GC very minor wear only	
Ceiling lights	White pendant fitting Spherical paper shade	1 1	GC GC	
Sockets & switches	White plastic		GC minor paint flecks to light switch surround	
Radiators	White single	1	GC	
Windows	White uPVC double glazed w/ white locking handle	2	GC	
Curtain tracks/poles	Pine pole w/ spherical finials	1	GC	
Curtains/blinds	Beige/ white flower patterned lined curtains	1 pair	GC	
Bed/ mattress	Slumberland cream patterned double divan base Silent Night Ultima Memory Foam double mattress	1 1	GC NEW	
Wardrobe	IKEA Hemnes black wood effect double w/ single mirrored door, chrome bar handles - 1 internal black wood effect shelf - chrome hanging rail	1	GC GC GC	

AREA/ROOM	ITEM DESCRIPTION	QUANTITY	CONDITION	NOTES
Pictures/ prints	Casino de Paris 1951' reproduction 15" poster in glazed clip frame	1	GC	
	'Durdham Downs 1951' photographic print in light wood effect frame	1	GC	
	'Montgolfiers de Paris' canvas print	1	GC	
				Initials: TT ____ LL ____

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AREA/ROOM	ITEM DESCRIPTION	QUANTITY	CONDITION	NOTES
BATHROOM				
Door	Pine panelled door	1	GC	
	Brass handles	2	GC	
	Brass bolt	1	GC	
Walls	Magnolia painted			- General marking below window, more so near lower frame sill - localised patch (5cm) of grey lead marking above sink - water damage at side of bath - 1 hook above sink - 1 nail above toilet
Ceiling	White painted		GC	
Paintwork	Pine skirting, doorframe & pipe boxing		GC	
Floor covering	Cream marble effect linoleum			Stained near corner of bath; slight wrinkling
Ceiling lights	White single fitting	1	GC	
Extractor	White	1	GC	
Sockets & switches	White light pull cord	1	GC	
Shaver sockets	White dual voltage shaver socket/ light w/ pull cord	1	GC	
Radiators	White single	1		Chipped to upper RHS edge
Tiling	Beige marble effect ceramic		GC	
Bath & fittings	White plastic bath w/ pine side panels, chrome plug in chain	1		Bath GC; some water damage to edge of panel near wall GC
	Double chrome/ white plastic mixer w/ chrome hose, chrome/ white head	1		
Shower unit	MIRA Combiforce 415 shower mixer w/ chrome hose, riser, white plastic head, brackets & soap dish	1	GC	
Shower screen	Chrome/ glass screen	1		Residual limescale & mould to seal

AREA/ROOM	ITEM DESCRIPTION	QUANTITY	CONDITION	NOTES
Handbasin	White ceramic w/ 2 chrome/ white taps, chrome plug on chain	1	GC	
Toilet	White ceramic w/ pine seat, chrome flush handle	1	GC	
				Initials: TT ____ LL ____

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*18megapixel photographic catalogue archived with My Fair Landlord: 26/05/2015
(Photographic DVD supplied to Landlord: 26/05/2015)*

Refer to supplementary sheet for External Area Contents & Condition (Gardens, Shed & Garage)

myfairlandlord 
Check-In Declaration

I/We have, on the date below, assumed possession of the above property and agree that the findings of this report, in conjunction with any supplementary observations listed at any formal Check-In inspection, constitute a fair and unbiased assessment of the condition of the aforementioned property, and accept that this document and any other valid form of documentary evidence may be used for assessment of any dilapidations at the completion of my/our tenancy.

	Name	Signature	Date
Tenant			
Property Assessor/Landlord			

- SAMPLE -

FOOTNOTES

- This Inventory & Schedule of Condition is compiled as an independent, unbiased record of the condition of the property described herein for the purposes of dilapidations assessment at the termination of the current Assured Shorthold Tenancy.
- This Inventory & Schedule of Condition should bear the signature of the all parties agreeing to the condition of the property described herein, except in the following circumstances:
 - Where the inventory has been left with the incoming tenant for checking at Check-In, or handed to the tenant at the signing of contracts in lieu of any formal Check-In Inspection; in such cases, unless the Inventory is returned to the Landlord or his Agent within 7 working days bearing any amendments made by the tenant, this inventory shall be considered as fully valid for the purposes of Check-Out assessment.

CHECK-OUT ASSESSMENT: Dilapidations & 'Fair Wear & Tear'

Tenants & Landlords alike must be aware that, although the property must be returned to the Landlord/Agent in the condition found at Check-in, My Fair Landlord, as independent property assessors, will make reasonable allowance for 'fair wear & tear'. We define fair wear & tear as:

“an extent of dilapidation to the decorative condition, fixtures/fittings & contents incurred through normal, careful usage of the property, proportional to the length of the period of occupation.”

This does not include any degradation in the standard of cleanliness of the property, or items/fixtures/fittings missing or broken other than through age-related fatigue. Fair wear & tear does not apply to any external areas/gardens which have been allowed to become overgrown, and will only apply to external features where damage has occurred by means of acute severe weather conditions. Deteriorations/damages inflicted on the property by natural causes, e.g damp/mould or water ingress, will be considered as maintenance issues or building defects, except in cases where there is clear indication that appropriate, reasonable measures have not been taken by the tenant to inhibit the worsening of such occurrences, for example, catching of water from leaks, or ensuring adequate ventilation to inhibit worsening of mould/damp.