

END OF TENANCY CHECK OUT REPORT FOR:

36 GAMBLE RISE, BRIGHTON



INSTRUCTED BY: MADISON PROPERTIES

DATE COMPILED: 1ST JANUARY 2010

INVENTORY TENANT CHECK IN MID-TERM EPC TENANT CHECK OUT

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Recommended, vetted and accredited reporting systems.

FLAWLESS REPRESENTATION OF CONDITION AND CONTENT

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CHECK OUT SUMMARY AND DILAPIDATION BREAKDOWN

NOTE TO AGENCY:

- *The cooker in the kitchen was listed as showing some burnt on residue and as slightly grubby with crumbs noted. It is still currently in that condition.*
- *The plant in bedroom 2 has died.*

TENANTS RESPONSIBILITY / CHARGEABLE ITEMS:

Entrance hallway

- *There is a black spot mark noted the entrance walkway. This will need to be cleaned out at the tenants cost.*
- *There is some debris noted to the shelving in the cupboard. This will require cleaning out at the tenants cost.*

Living room

- *There are 3 pins and 1 screw to the wall. These will need to be removed and repaired if not satisfactory with the landlord.*
- *The rug was listed as in satisfactory condition at the start of tenancy. It is now showing multiple small black spot marks in front of the sofa. The affected areas will require cleaning out at the tenants cost.*

Kitchen

- *The door glazing is showing some finger marks and grease marks. This will require further cleaning.*
- *The first section of worktop is showing 2 half circle ring marks and some pink staining to the left of the hob. Suggest a small apportionment charge for aesthetic damage.*

Dining room

- *There are some white spot marks visible to the right, off centre of the carpet in the dining room. These will need to be cleaned out at the tenants cost.*
- *2 bulbs are out to the light fitting. These will need to be replaced at the tenants cost.*

Bathroom

- *The bath seal is showing mould growth spots into the corners, and some dirt into the edge of the bath. This will require further cleaning.*
- *The bathroom mirror is splash marked. This will require further cleaning.*

Bedroom 1 / Study

- ***The window sills are dirty and dusty. These require cleaning at the tenants cost.***
- ***The coffee table is dusty. This will require further cleaning.***

Bedroom 2

- ***One bulb is out. This will need to be replaced.***
- ***There appears to be a dark stain to the right hand side of the brass table lamp shade. This will need to be cleaned out at the tenants cost.***

LANDLORD AND MAINTENANCE ISSUES:

- ***The second hallway ceiling is showing some damp staining to the left hand corner.***
- ***The laminate to the open ended shelving unit in the kitchen is beginning to peel away and the gallery rails are loose.***

MISSING ITEMS:

- ***One glass bud vase from the dining room.***
- ***From the cover above a cooker hood in the kitchen, a small dish in terracotta with a green lid.***

FURTHER INVESTIGATION REQUIRED:

- ***There are 4 screw holes to the interior of the dining room door which are not mentioned on the inventory. It needs to be established if these were here at the start of tenancy.***
- ***One green mug from the mug tree in the kitchen. Has been replaced with a Scorpio mug. It needs to be established if the landlord is happy with this exchange.***

PERSONS PRESENT FOR THE VISIT:

- ***Clerk – Rosie Clowser.***

KEYS RETURNED BY THE TENANT:

- ***Keys have been returned to the agency.***


PROACTIVE INVENTORIES

PROFESSIONAL REPORTING SYSTEMS

METERS:

TYPE	READING	SERIAL NUMBER	LOCATION
GAS	N/A		
ELECTRIC	RATE 1: 47052 RATE 2: 32544 TOTAL: 79597	D9934010	Outside the flat front door.
WATER	N/A		
OTHER	N/A		

SIGNATURES:

	SIGNATURE	PRINT	DATE OF SIGNING
INVENTORY CLERK / AGENT REPRESENTATIVE		ROSIE CLOWSER	01.01.10
TENANT # 1			
TENANT # 2			
TENANT # 3			



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FLAWLESS REPRESENTATION OF CONDITION AND CONTENT

CHECK OUT GUIDELINES

The aim of any check out is to ascertain the level and type of dilapidation caused during any given tenancy.

To evaluate the tenants responsibility under industry regulated usage guidelines, allowing for fair wear and tear, life expectancy of fixtures and furnishings and their quality, and to determine a level of cleanliness from a recognisable rating.

To be able to compare “like for like” at start and end of tenancy there has to be a detailed inventory and schedule of condition in place for each property.

At check out we will compare all aspects of the property from the tenancy start to how they are now. Allowing for normal usage and fair wear and tear, we will be able to assess a fair list of items that are deemed the tenants responsibility due to their change in state at the end of the tenancy. These are recommendations from our experiences as an inventory company and from training in the expected and recognised government guidelines.

Under the new legislation all deposit deductions must be justifiable and costs reasonable, with evidence to back up any claim against deposit.

Where the inventory compiled at tenancy start is not detailed enough or is missing information relating to condition or content it is up to the landlord and agency to discuss charges with the tenant and reach a fair deduction that all parties agree with.

The clerks will always report current condition at a check out, this may or may not be comparable to the statements in the inventory.

PLEASE NOTE: REPORTS ARE COMPILED AS A COMPARISON FROM THE INVENTORY AT START OF TENANCY. ANY DILAPIDATIONS ARISE FROM THE CHANGES TO THE PROPERTY AND / OR ITS CONTENTS NOTED AT THE TIME OF THE VISIT. IT IS THE AGENCY AND LANDLORDS DECISION AS TO WHETHER OR NOT TO CHARGE FOR THE LISTED DAMAGES AND IT IS THE LANDLORDS RESPONSIBILITY TO DISCLOSE ANY CHANGES THEY HAVE MADE TO THE PROPERTY DURING THE TENANCY TO THEIR AGENT TO AVOID CONFUSION AT CHECK OUT TIME. PROACTIVE INVENTORIES WILL ALWAYS REPORT WHAT THEY SEE ON THE DAY AND THE AGENCY SHOULD USE THIS INFORMATION UNDER ADVISEMENT FROM THEIR CLIENT.



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LEVELS OF CLEANLINESS

Professionally clean property

This denotes that the property has been deep cleaned to an industry recognized standard of cleanliness. The property will be ready for the new tenant to move in without having to clean any areas and there will have been a charge made by a cleaning company to complete the work with a receipt available to prove as such.

Domestically clean property

This denotes that the property has been cleaned to the standard of the average house spring clean. There may be areas of the property that could be cleaned better and some tenants may wish to clean those areas before moving their items in. No professional company will have been instructed.

Dirty property / further cleaning required

This denotes that the property has not had any cleaning or has been cleaned but to an unsatisfactory level. If a large percentage of the property is requiring further cleaning and the tenant cannot move in with it in this state it will be deemed dirty.

Cleanliness of individual items

As for the property definitions of cleanliness, an item can also be deemed professionally clean, domestically clean or dirty. For example: a bathroom sink with soap scum and hairs is dirty. The same sink with no soap scum and no hairs, but smeared and watermarked is domestically clean. If the same sink was professionally clean the taps and waste would be shiny with no watermarks and the bowl would be smear free. (Subject to age and wear, but cleaning attempts would be visible).

A dirty rating for an item could be due to: dust, smearing, grease, hair, tarnishing, discolouration, soap, chemical stains, food stains, watermarks and any other condition not allowing the item to be at its possible best.