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Inventory Report

10 Example Road, Leeds, West Yorkshire LS5 6WS



Head tenant:	Joe Blogs
Prepared by:	Office Square Peg Property Solutions
Report date:	11th August 2019

Guidance Notes

Tenant guidelines for inspections

Check in inspection

Before you sign the declaration ensure that you are happy with all the statements made in the inventory. If there are any issues you must inform the check in clerk at the time, so that it can be recorded on the report. The condition of items and rooms are deemed to be clean, undamaged and fit for purpose unless otherwise stated in the inventory. You will receive a full copy of the inventory to keep. You must refer to the inventory at check out time, so keep it in a safe place.

At Mid term inspection

If a midterm inspection has been booked, you will be informed of the date in writing and will be expected to allow a clerk to enter the property to carry out the inspection. At this point you must inform the clerk of any damage or maintenance issues with the property so they can be dealt with.

At Check out inspection

It will be expected for the property and its contents to be returned to the condition and location at check in – use the inventory as a guide. Any items missing from location may be deemed lost / broken and charged for.

Tenant details

Tenant name:	Joe Blogs
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Schedule of condition

Overall interior condition	Good
Overall decoration condition	Good
Overall woodwork condition	Good
Overall cleanliness condition	Good
Overall flooring condition	Good
Overall bathroom(s) condition	Good
Overall kitchen and appliances condition	Good
Overall exterior condition	Good
Overall furniture and furnishings condition	Good

Utilities

	Electricity	Gas	Water
In property?	Yes	No	Yes
Meter location	Kitchen cupboard	Outside the front door	Under kitchen sink
Stopcock location	–	–	Under kitchen sink
Meter reading	45066	13362	298
Keycard	No	No	–
Supplier	Eon	Eon	Yorkshire Water

11-08-2019 17:07 / Electricity_photo / Unbp76s58



11-08-2019 17:15 / Gas_photo / U998zyxh5



11-08-2019 17:17 / Water_photo / Jt07govrb



Health and safety

		Location / Notes	Tested
Smoke detectors in property?	Yes	Hallway and landing	Yes
Carbon monoxide detector?	Yes	Bedroom 2 (store cupboard)	Yes

Keys handed to the tenants

Key type	Quantity and lock type
Front door	2 x security

11-08-2019 17:19 / Keys Photo / P97oh3w9m



Entrance and Hallway

11-08-2019 12:50 / General Photo /
0www1aydlw11-08-2019 12:52 / General Photo /
4mfbm2936

Ref.	Item	Description	Condition
1.0	Front door	White, UPVC, 6 panelled	Good condition and domestically clean
2.0	Ceiling	White, Emulsion, Smooth plaster	Good condition and domestically clean
3.0	Walls	Magnolia, Emulsion, Smooth plaster	Good condition and domestically clean
4.0	Woodwork	White, Gloss, Painted wood	Good condition and domestically clean
5.0	Floor	Grey, Carpet – plain twist	Good condition and domestically clean
6.0	Coat hooks	Brown, Wood	Good condition and domestically clean 1 snapped

11-08-2019 12:51 / Coat Hooks / 2ywxja0b1



7.0	Pictures	2, White	Good condition and domestically clean
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Entrance and Hallway continued

11-08-2019 12:52 / Pictures / 1rgmrcup



11-08-2019 12:52 / Pictures / R1qkz1a0z



8.0	Rug	Red, Patterned	Good condition and domestically clean
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11-08-2019 12:52 / Rug / Q7e3ib31m



9.0	Light switch	White, Plastic, Single	In working order and domestically clean
10.0	Light switch 2	White, Plastic, Double	Good condition and domestically clean
11.0	Lighting	White, Plastic, Pendant	In working order and domestically clean No shade
12.0	Socket	White, Plastic, Selection of sockets	Not tested or examined
13.0	Smoke detector	White, Plastic, Mains operated	Working and clean

Tenant move in notes/comments

Kitchen

11-08-2019 12:56 / General Photo / Ozophk52r



11-08-2019 13:01 / General Photo / Czqagb0o7



Ref.	Item	Description	Condition
14.0	Internal door	White, Gloss, Flush	Good condition and domestically clean
15.0	Window	White, UPVC, Double glazed	Good condition and domestically clean
16.0	Ceiling	White, Emulsion, Smooth plaster	Good condition and domestically clean
17.0	Walls	Magnolia, Emulsion, Painted and tiled	Good condition and domestically clean
17.1	Splash back	White, Ceramic	Good condition and domestically clean
18.0	Woodwork	White, Gloss, Painted wood	Good condition and domestically clean
19.0	Floor	Brown, Vinyl	Good condition and domestically clean
20.0	Pictures	Brown	Good condition

11-08-2019 13:02 / Pictures / Mfwmuvs5



21.0	Shelf	3, Brown, Wooden	Good condition and domestically clean
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Kitchen continued

11-08-2019 13:01 / Shelf / 5p2rve8jd



22.0	Store cupboard	White, Wooden, Door	Good condition
23.0	Light switch	White, Plastic, Single	In working order and domestically clean
24.0	Lighting	White, Plastic, Diffuser	In working order and domestically clean
25.0	Socket	White, Plastic, Selection of sockets	Not tested or examined
26.0	Heating	White, Radiator	In working order and domestically clean
27.0	Kitchen units	Cream, Gloss, Modern style	Good condition and domestically clean
28.0	Sink	Stainless steel, Drainer and taps	Good condition an domestically clean

11-08-2019 13:00 / Sink / 6vdbg660m



29.0	Worktops	Brown, Laminated wood effect, Bevel edged	Good condition and domestically clean
30.0	Cooker hood	Chimney	Good condition and domestically clean

Kitchen continued

11-08-2019 13:02 / Cooker Hood / V9otf7gfj



31.0 Fridge freezer

Freestanding

Good condition and domestically clean

11-08-2019 13:08 / Fridge Freezer / Eck9r138y



11-08-2019 13:08 / Fridge Freezer / 74it2jpar



32.0 Kettle

Freestanding

Good condition and domestically clean

11-08-2019 12:57 / Kettle / Lcnwf9my7



33.0 Microwave

Freestanding

Good condition and domestically clean

Kitchen continued

11-08-2019 12:56 / Microwave / Mcx2rtsej



34.0 Toaster

Freestanding

Good condition and domestically clean

11-08-2019 12:57 / Toaster / 7vmm912nd



35.0 Washing machine

Freestanding

Good condition and domestically clean

11-08-2019 13:02 / Washing Machine / Ygfri4ri3



Kitchen continued

Tenant move in notes/comments

Lounge

11-08-2019 13:52 / General Photo / Fe63m8x1y



11-08-2019 13:52 / General Photo / Kioyk161t



11-08-2019 14:09 / General Photo / P436mxvt0



Ref.	Item	Description	Condition
36.0	Internal door	White, Gloss, Flush	Good condition and domestically clean
37.0	Window	White, UPVC, Double glazed	Good condition and domestically clean
38.0	Ceiling	White, Emulsion, Smooth plaster	Good condition and domestically clean
39.0	Walls	Magnolia, Emulsion, Smooth plaster	Good condition and domestically clean

Lounge continued

11-08-2019 14:05 / Walls / 4goez3q0j



11-08-2019 14:06 / Walls / 28jxj8582



40.0	Woodwork	White, Gloss, Painted wood	Good condition and domestically clean
41.0	Floor	Grey, Carpet – plain twist	Good condition and domestically clean Slight yellow staining by kitchen door
42.0	Lamp	Brass	In working order and domestically clean With cream shade

11-08-2019 13:59 / Lamp / F32blyqxs



43.0	Pictures	2, Black , Wood frame	Good condition
44.0	Rug	White, Patterned	Good condition and domestically clean

Lounge continued

11-08-2019 13:55 / Rug / I094dsr5m



45.0	Light switch	White, Plastic, Single	In working order and domestically clean
46.0	Lighting	White, Plastic, Pendant	In working order and domestically clean No shade
47.0	Socket	White, Plastic, Selection of sockets	Not tested or examined
48.0	Heating	White, Radiator	In working order and domestically clean
49.0	Window furnishings	Grey, cream and beige , Plain curtains	Good condition and domestically clean With cream curtain pole
50.0	Coffee table	Green, Marble effect	Good condition and domestically clean

11-08-2019 13:54 / Coffee Table / Yekeqtne1



51.0	Corner sofa	Brown, Fabric	Good condition and domestically clean
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Lounge continued

12-08-2019 19:40 / Corner Sofa / W9zbm2tpd



12-08-2019 19:41 / Corner Sofa / 72k5xhyg3



12-08-2019 19:41 / Corner Sofa / V9wnw99o3



52.0	Desk	Brown, Wood	Good condition and domestically clean
53.0	Office chair	Brown, Fabric	Good condition and domestically clean

11-08-2019 14:08 / Office Chair / Kx3tnudbd



54.0	Oval table	Brown, Wood stained	Fair wear and tear and domestically clean Light cosmetic marks to the top
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Lounge continued

11-08-2019 13:53 / Oval Table / Oxraupqh7



55.0	Scatter cushion	3, Red	Good condition and domestically clean
56.0	Side table	Brown, Wood stained	Good condition and domestically clean

11-08-2019 13:59 / Side Table / Kvy7kri0o



57.0	TV stand	Black, Glass	Good condition and domestically clean
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11-08-2019 13:56 / TV Stand / Objcr4s53



Lounge continued

Ref.	Item	Description	Condition
58.0	Electric Piano	Grey , Electric	
59.0	TV	Bush , Freestanding	Good condition

11-08-2019 13:57 / TV / 6up24ay9v



Tenant move in notes/comments

Stairs and landing

11-08-2019 16:48 / General Photo /
Va7qp3e0c



11-08-2019 16:48 / General Photo /
5492fvekg



Ref.	Item	Description	Condition
60.0	Ceiling	White, Emulsion, Smooth plaster	Good condition and domestically clean
61.0	Walls	Magnolia, Emulsion, Smooth plaster	Good condition and domestically clean
62.0	Woodwork	White, Gloss, Painted wood	Good condition and domestically clean
63.0	Floor	Grey, Carpet – plain twist	Good condition and domestically clean
64.0	Light switch	White, Plastic, Single	In working order and domestically clean
65.0	Lighting	White, Plastic, Pendant	In working order and domestically clean No shade
66.0	Smoke detector	White, Plastic, Mains operated	Working and clean

Tenant move in notes/comments

Bathroom

11-08-2019 16:52 / General Photo / 3jyw8pf55



Ref.	Item	Description	Condition
67.0	Internal door	White, Gloss, Flush	Good condition and domestically clean
68.0	Window	White, UPVC, Double glazed	Good condition and domestically clean
69.0	Ceiling	White, Emulsion, Smooth plaster	Good condition and domestically clean
70.0	Walls	Magnolia, Emulsion, Tiled and painted	Good condition and domestically clean
70.1	Tiling	White, Ceramic	Good condition and domestically clean
71.0	Woodwork	White, Gloss, Painted wood	Good condition and domestically clean
72.0	Floor	Beige , Vinyl	Good condition and domestically clean
73.0	Bath mat	Black	Good condition and domestically clean
74.0	Extractor fan	White, Plastic	In working order and domestically clean
75.0	Hand basin	White, Ceramic, Pedestal	Good condition and domestically clean

11-08-2019 16:50 / Hand Basin / 0qgbxi2n7



76.0	Toilet	White, Ceramic	Good condition and domestically clean
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Bathroom continued

11-08-2019 16:49 / Toilet / 5fyletz1f



77.0 Bath inc shower

White, Plastic, with shower and curtain over

Good condition and domestically clean over

11-08-2019 16:50 / Bath Inc Shower / Te6e78dws



11-08-2019 16:51 / Bath Inc Shower / Rqr42bo8j



78.0 Lighting

White, Plastic, Enclosed

In working order and domestically clean

79.0 Heating

White, Radiator

In working order and domestically clean

Tenant move in notes/comments

Master Bedroom

11-08-2019 16:55 / General Photo / HJy3sgzwr



11-08-2019 16:55 / General Photo / Gb2ieculs



11-08-2019 16:57 / General Photo / Qgx0w3n9d



Ref.	Item	Description	Condition
80.0	Internal door	White, Gloss, Flush	Good condition and domestically clean
81.0	Window	White, UPVC, Double glazed	Good condition and domestically clean
82.0	Ceiling	White, Emulsion, Smooth plaster	Good condition and domestically clean
83.0	Walls	Magnolia, Emulsion, Smooth plaster	Good condition and domestically clean
84.0	Woodwork	White, Gloss, Painted wood	Good condition and domestically clean
85.0	Floor	Grey, Carpet – plain twist	Good condition and domestically clean
86.0	Mirror	Brown, Wooden, Wall mounted	Good condition and domestically clean

Master Bedroom continued

11-08-2019 16:58 / Mirror / 32i5qo5s7



87.0	Rug	White, Patterned	Good condition and domestically clean
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11-08-2019 16:58 / Rug / D7zykhp07



88.0	Store cupboard	White, Wooden, Door	Good condition and domestically clean
89.0	Light switch	White, Plastic, Single	In working order and domestically clean
90.0	Lighting	White, Plastic, Pendant	In working order and domestically clean No shade
91.0	Socket	3, White, Plastic, Double plug	Good condition and domestically clean
92.0	Heating	White, Radiator	In working order and domestically clean
93.0	Window furnishings	Mustard , Plain curtains	Good condition and domestically clean
94.0	Bed King	White, Metal	Good condition and domestically clean

Master Bedroom continued

11-08-2019 17:00 / Bed King / 02r77vgp6



95.0 Bedside table

2, White, Wooden

Good condition and domestically clean
Slight chips to the edge

11-08-2019 16:57 / Bedside Table /
Gnirjn2mf



11-08-2019 16:58 / Bedside Table /
Vemm04ij2



96.0 Chest of drawers

Grey, Wooden

Good condition and domestically clean
Cosmetic scratches to the top

11-08-2019 16:58 / Chest Of Drawers / Ruc0fyta0



Master Bedroom continued

Ref.	Item	Description	Condition
97.0	Duvet King	Grey	Good condition and domestically clean
98.0	Mattress King	White, Open coil	Good condition and domestically clean With brown sheet
99.0	Pillow	4, Grey	Good condition and domestically clean
100.0	Round table	Brown, Wood	Good condition and domestically clean

11-08-2019 17:00 / Round Table / Po8opaot2



Tenant move in notes/comments

Bedroom 2

11-08-2019 17:06 / General Photo / 506qwwqimo



Ref.	Item	Description	Condition
101.0	Internal door	White, Gloss, Flush	Good condition and domestically clean
102.0	Window	White, UPVC, Double glazed	Good condition and domestically clean
103.0	Ceiling	White, Emulsion, Smooth plaster	Good condition and domestically clean
104.0	Walls	Magnolia, Emulsion, Smooth plaster	Good condition and domestically clean
105.0	Woodwork	White, Gloss, Painted wood	Good condition and domestically clean
106.0	Floor	Grey, Carpet – plain twist	Good condition and domestically clean
107.0	Store cupboard	White, Wooden, Door	Good condition and domestically clean Internally is boiler and working CO2 alarm
108.0	Store cupboard 2	White, Wooden, Door	Good condition and domestically clean
109.0	Light switch	White, Plastic, Single	In working order and domestically clean
110.0	Lighting	White, Plastic, Pendant	In working order and domestically clean No shade
111.0	Socket	White, Plastic, Selection of sockets	Not tested or examined
112.0	Heating	White, Radiator	In working order and domestically clean
113.0	Bed Single	Brown, Wooden	Good condition and domestically clean

Bedroom 2 continued

11-08-2019 17:05 / Bed Single / Ercmwzld9



114.0	Duvet Single	White	Good condition and domestically clean
115.0	Mattress Single	White, Open coil	Good condition and domestically clean
116.0	Pillow	2, White	Good condition and domestically clean

Tenant move in notes/comments

Terms and conditions

You are reminded that it is your responsibility at the beginning of the tenancy to note any specific discrepancies on the inventory that you do not agree with i.e. marks on walls, carpets, etc. Please sign every page. YOU MUST RETURN THE INVENTORY WITHIN 7 DAYS OTHERWISE WE UNDERSTAND THAT YOU AGREE WITH THE CONTENTS THROUGHOUT THE REPORT.

If no amendments are made, this inventory & schedule of condition will be regarded as a true record of the condition of the property and will be used to assess all damage for check-out purposes at the end of the tenancy.

An inventory is a report, which includes the internal condition of the property and an accurate description of the fixtures and fittings. It is compiled shortly before the commencement of the tenancy and checked at the termination for any dilapidations that may have accrued during the term of the tenancy.

Fair wear and tear allowance is taken into consideration for the full term. The guidelines set out below are intended to assist with the check out at the end of the tenancy and, if adhered to, should result in charges incurred, if any, being kept to a minimum.

Cleaning

Unless specifically stated in this Inventory & Schedule of Condition, the property is considered to be clean at the start of the tenancy. The property should be clean and tidy upon departure. A cleaning charge may be incurred if the property and, or fixtures and fittings, are left in an unsatisfactory state. Please ensure correct cleaning materials are used for different surfaces (bath, windows etc). Laminate flooring should be cleaned using a dry or slightly damp cloth/mop – water saturation will cause damage.

Carpets

You may be charged for cleaning any marks, stains etc and for part, or all, of the cost of damages.

Decoration

Fair wear and tear will be taken into consideration, however, you may be charged for tearing to wallpaper, blue tack marks, excessive chips to woodwork and plaster damage caused by pins, nails, screws etc being driven into walls and excess number of picture hooks. Light bulb/smoke alarm battery replacement is the responsibility of the tenant.

Ventilation

It is important to ensure that the property is adequately ventilated in order to avoid damage & staining from condensation.

Parking Areas

Please be aware that oil causes permanent staining and damage to certain surfaces (especially tarmac). You may be charged for any damage or deterioration caused by leakage of oil onto surface areas.

Stored Items

Any items stored or moved during the tenancy must be returned to their original location, and where applicable, cleaned and ready for use. A charge will be made if boxed/stored items need to be returned to inventory location after you have left.

Keys

All keys to the property must be handed over to the agent prior to the inventory check out, or if the tenant is attending the check out appointment they must hand them over the agent attending.

THIS REPORT IS STORED ON COMPUTER AND THE ORIGINAL RETURNED TO YOU FOR SAFE KEEPING

Disclaimer

This inventory does not guarantee the safety of any equipment or contents and does not set out to do so.

A representative of Square Peg Property Solutions who is not a qualified surveyor or a qualified trades-person, or qualified to value the contents of the property has prepared this inventory.

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

FURNITURE AND FURNISHINGS (FIRE SAFETY) REGULATIONS 1988/1993

The fire and safety regulation regarding furnishings, gas, electrical and similar services are ultimately the responsibility of the instructing principal. Where the inventory notes "fire Regulation Label Attached" this should not be interpreted to mean the item complies with the "furniture and furnishings (fire) (safety) (amendments) 1993". It is a record that the item had a label as described or similar to that detailed in the "guide" published by the Department of Trade and Industry January 1997 (or subsequent date). It is not a statement that the item can be considered to comply with the regulations.

USING THE INVENTORY

All static, loose or moveable items in this inventory are listed from left to right viewed from the doorway of that room.

Multiple items may be grouped together and may require locating.

Fixed items such as light switches, electrical sockets, telephone points, electric, blanking plates and fuse boxes are deemed serviceable and in place. Light fittings are assumed to come complete with a serviceable bulb(s) unless otherwise stated.

Any visible cracks to walls and ceilings will be documented and form part of this inventory.

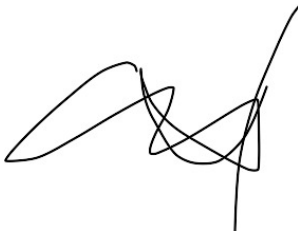
At the point of check in the inventory will be recorded in correspondence to the fair wear and tear guide and the descriptions detailed below:

Tenant Declaration

I/we certify that I/we the undersigned tenant(s) have carefully checked the information provided through out this report and consider this to be a fair and correct schedule of the contents within it and the documentation exchanged. I/we the undersigned tenant(s) have 7 days from receipt of this inventory and schedule of condition to notify the agent/landlord/inventory company of any discrepancies. If no notification is made within the stated time frame then it is taken the tenant(s) hereby agrees that the Inventory will be deemed to comprise a fair and accurate schedule of the condition and contents of the Property as at the Check-in Date. This property inspection report is not a guarantee or report on the accuracy of, or the safety of any equipment or appliance(s) supplied. It is merely a record that such items exist in the property and provides visual recommendations. If the property is rented to multiple tenant(s), only one tenant signature certifies the approval of all tenant(s).

Tenant signature(s)

Name Joe Blogs
Date 11th August 2019

Clerk Signature

Name Office
Date 11th August 2019

Landlord Signature**Landlord Name****Date**