

Your company name here



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Inventory & Schedule of Plight & Condition of  
3 Andrea Drive  
Teignmouth, TQ14 3GZ

This Inventory Valid on 1st November 2013

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Safety Disclaimer

The inventory relates only to the furniture, furnishings, fittings, decoration and all landlord's equipment and contents in the property. It is no guarantee for or safety of any such equipment or contents. This inventory is a record that such items exist in the property at the date of the inventory and the superficial condition of the items.

This inventory does not undertake to check any of the electrical or gas appliances as to working order; tenants and landlords should refer to the Gas Safety Certificate and the Periodic BS761 Electrical test. Portable appliances should have PAT testing carried out. If your property has any gas installations or pipework, you are required by law to provide your tenant with an annual gas safety record. This must be carried out by a qualified registered engineer and you should carefully read the report and carry out any repairs immediately to ensure your tenant's safety. Currently, there is no legislation in place that requires landlords to carry out an annual check of the electrical appliances; however, you are legally obliged to provide safe appliances (under the Electrical Equipment Safety Regulations). In addition, electrical checks of fixed electrical installations do now have to be carried out every five years for HMO ('Houses in Multiple Occupation') properties. Further information is available from Energy Care on 01626 777200

Furniture and Furnishings (FIRE SAFETY) Regulations 1988 - as amended 1993

Relevant furniture and furnishings; which have the appropriate label complying with the above regulations, will be indicated on the inventory as "fire resistant". In the case of any relevant furniture and furnishings where no labels are identified and the landlord has not confirmed that the items comply with the above regulations they will be marked with 3 asterisks (\*\*\*) on the inventory; this does not mean however that they do not comply, it means that no appropriate label has been seen.

Fireguards

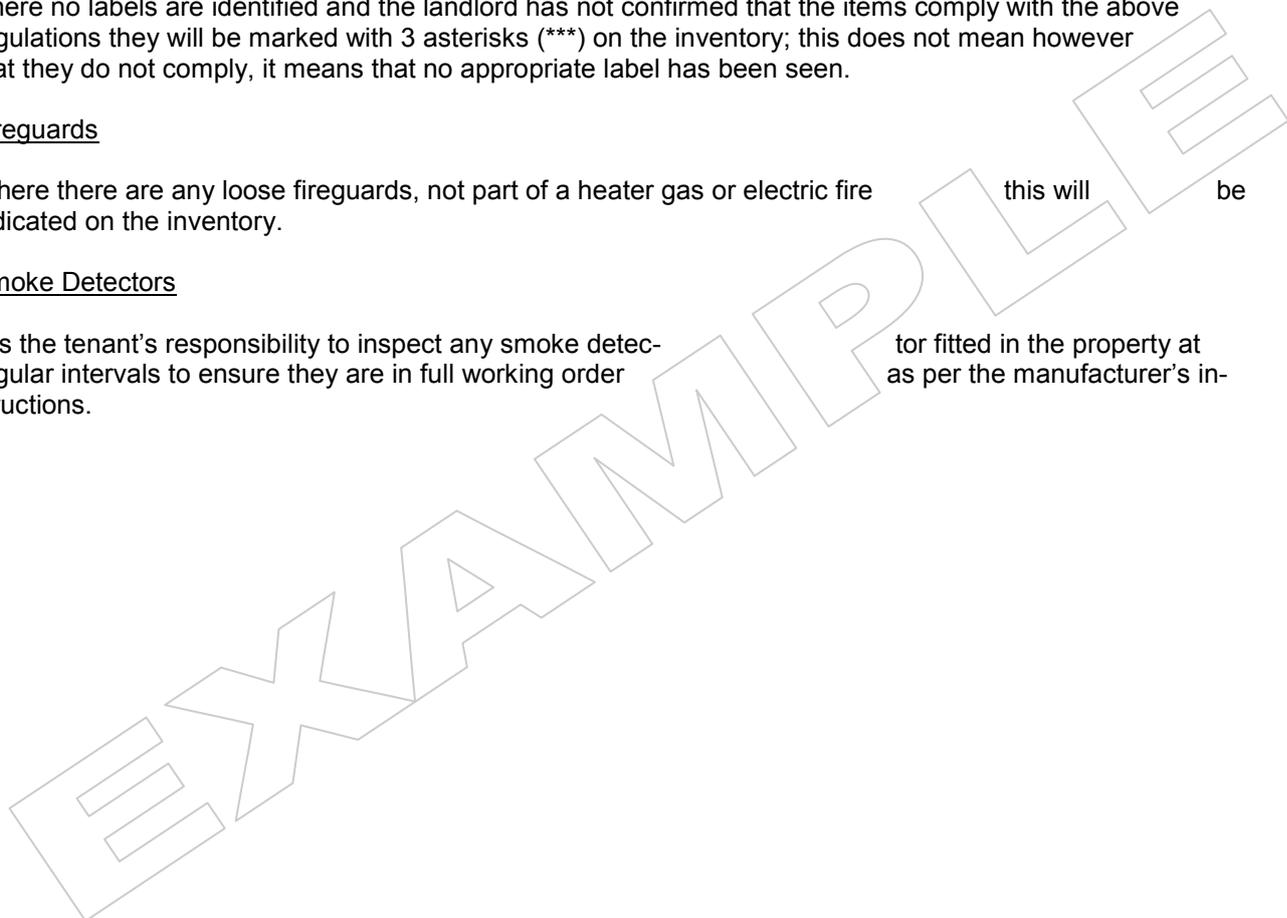
Where there are any loose fireguards, not part of a heater gas or electric fire indicated on the inventory.

this will be

Smoke Detectors

It is the tenant's responsibility to inspect any smoke detector at regular intervals to ensure they are in full working order as per the manufacturer's instructions.

to be fitted in the property at as per the manufacturer's instructions.



General Description Of the Property

The 2 storey property is located in a residential part of Teignmouth. There are 2 bedrooms, 1 reception, kitchen, en-suite shower room, bathroom, conservatory, garden and parking.

Windows, doors, décor and sockets

The property is generally in good decorative repair. Except where noted; all windows are UPVC double glazed sash type; doors are white painted with steel and chrome fittings and radiators are white. The skirting and architraves throughout are all in good condition. Switched sockets and power sockets are white plastic and in good repair. Walls and ceilings are painted.

Keys

Entrance keys are held with the landlord's agents, Darts. Patio door keys are at the property.

Heating and water

The house is heated with wall mounted radiators and there is a boiler located in the reception cupboard.

Cleaning

The property has been cleaned to a good domestic standard.

Agreement

The tenant or the tenant's representative should sign below to signify acceptance of the accuracy of this report of plight and condition. If this document is not returned to the agent or landlord within 7 days of receipt, the tenant will be deemed to have accepted it.

Tenant 1 \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Tenant 2 \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Tenant 3 \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Tenant 4 \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Landlord/Agent \_\_\_\_\_ Date \_\_\_\_\_

## Check Out Inspection

For this inspection it is essential that all items be returned to their respective locations as shown on the original inventory before the final check out inspection is due. Failure to do this may incur further costs as the clerk is not commissioned to search for items not found as listed and therefore may list them as missing thus incurring tenants' unnecessary costs.

During the course of the tenancy it is possible that the tenant will add and remove Property Inventory and Schedule of Condition items or might carry out decorative or structural alterations. These must be noted as an amendment to the original Property Inventory and Schedule of Condition, attached to the document on a separate sheet and agreed in writing between the landlord or letting agent and the tenant. Similarly, if the landlord or letting agent agree that the tenant can carry out works himself, such as decorating one of the rooms, they should record in detail the colour that has been agreed (preferably a swatch sample) along with the terms of how the tenant should carry out the work and what should happen if the decoration is not to the required standard. These agreements must be signed by both parties and attached to the original Property Inventory and Schedule of Condition as an addendum.

### Condition / damage descriptor

- Chip: A small piece of finish removed from a surface
- Dent: A slight hollow in a hard even surface
- Hole: A hollow in a hard even surface, or in furnishing and fabric
- Gouge: A groove in a hard even surface
- Scrape: A removal of an outer layer on a hard even surface
- Scratch: Score or mark to a hard even surface
- Scuff: A mark made by scraping a surface or on furnishing
- Soiled: Dirt marked carpet or furnishing and fabric
- Spot: Small generally round mark to carpet, furnishing or fabric or to hard surface
- Stain / mark: A coloured patch or dirty mark that cannot be easily removed
- Furniture impressions: Indentation to carpet from furniture
- Faded: Sun fade to carpet, furniture or fabric
- Peeling: laminate, paintwork, veneer lifting and revealing underside or layer below
- Mould / mouldy: where water ingress or damp has left black sooty mould or green mould stain
- Paint marked: where paint from a different surface has spread or spotted or smeared

Damage is noted as:

- Slight: light scratch, mark, chip, scuff, dent
- Light: 2 or 3 light scratches, marks, chips, scuffs, dents
- Many: several scratches, marks, chips, scuffs, dents
- Heavily: marked all over, severally and badly where repair is desirable

and graded to indicate how far from Pristine, item has moved. General condition and cleaning is noted as:

- Poor: very dirty, not decorated and grade 4 throughout
- Average: not cleaned after let, décor grade 3
- Fair: sides wiped, carpets vacuumed only, décor dusty
- Good: inside of cupboards and tops clean, carpets clean, décor grade 2
- Excellent: all new, professionally cleaned throughout.

Utility	Comment	Reading	Date	Check-out reading	Date
Gas Meter Meter No. Valve Supplier	Building far side G4 A504XX00 05 01 Building far side EDF	1307	9/1/13		
Electricity Meter Meter No. Isolator Supplier	By front door S0031S05HE90R Hall EDF	9959	8/1/13		
Water Meter Meter No. Stop Cock Supplier	Pavement (middle) 06M17000M Kitchen South West Water	358	9/1/13		

### Gas



### Elec-



### Water



Bedroom 1		Grade	Grade at check-out
Walls	Cream—stained, screws, repairs	3	
Ceiling	White	1	
	Coving	1	
Floor	Beige level-cut carpet—furniture impressions, stained, evidence of traffic	3	
Door	White door with steel and chrome handles	1	
Window	2 pane, 2 catch, 2 bracket, painted sill	1	
Curtains etc.	Pair 1/2 length lined curtains	1	
	2 fabric hold-backs	1	
	Metal rail, 2 brackets, 2 finials	1	
Lights	Ceiling pendant with shade	1	
Heating	Radiator	1	
Switches	2 x Light switches		
	4 x double power sockets		
	Telephone point		
	TV point		
	Isolator Fused spur		
Other	Cupboard comprising: white door with handles and 2 hooks, shelf, rail, painted walls and carpet to floor—walls scuffed and scratched	2	
	Cupboard comprising: white door with handles, shelf, rail, painted walls and carpet to floor—walls scuffed and scratched, 2 small holes to door	2	



## En-suite shower room

Grade

Grade at  
check-  
out

Walls	Cream—small holes Tiled backsplash and shower	2 1
Ceiling	White Coving—cracked	1 2
Floor	Vinyl	1
Door	White with steel and chrome handles, finger lock	1
Window / Vent	In-line fan—dusty	2
Lights	3 x chrome angle ceiling spots Wall light with pull switch and shaver point	1 1
Heating	Chrome towel rail	1
Switches	Light pull switch	
Suite	Shower stall with 1 fixed, 1 sliding panel with chrome handle Plastic shower tray Chrome thermostatic shower with hose, head and bracket— mineral marked	1 1 2
	WC with seat and lid—marked to bowl	2
	Sink with chrome pop-up waste—mineral marked	2
	Chrome mixer tap	1
Accessories	Standing chrome toilet paper holder—mineral marked	2
	Steel finish toilet brush holder and brush—used	2
	Mirror	1



Reception		Grade	Grade at check-out
Walls	Cream—scuffed, stained, repairs, cracks	3	
Ceiling	White	1	
	Coving	1	
Floor	Beige level-cut carpet—furniture impressions, stained, evidence of traffic	3	
Door	White door with steel and chrome handles	1	
Balcony door	1 fixed, 1 sliding patio doors with handles, deadlock, key, 6 security catches—heavily damp stained to reveal	4	
Window	2 x 2 pane, 2 catch, 2 bracket, painted sills	1	
Curtains etc.	2 x fabric roman blinds with pulleys	1	
	Pair full length lined curtains	1	
	2 x rope hold backs	1	
	Metal rail with 3 brackets, 2 finials—bowed	2	
Lights	5 branch chrome and glass ceiling fitting	1	
	Flush fit glass and chrome ceiling fitting	1	
Heating	2 x Radiators	1	
Switches	Double light switch		
	5 x double power socket		
	TV and telephone panel		
	Telephone point		
Other	Cupboard comprising: white door with steel chrome handles, painted walls and carpet to floor, Baxi boiler and pipe-work	1	
	Carbon monoxide monitor	1	



Reception pictures continued



Damp



Kitchen		Grade	Grade at check-out
Walls	Cream—nail, crack	2	
	Tiled backsplash	1	
Ceiling	White	1	
	Coving	1	
Floor	Vinyl	1	
Door	None, walk-through from reception		
Window	2 pane, 1 catch, 1 bracket, tiled sill	1	
Curtains etc	Fabric roman blind with pulley	1	
Lights	4 way steel ceiling spot—dusty	2	
	4 under-cupboard chrome spots—greasy	2	
Switches	Double light switch		
	3 x double sockets		
	3 x isolators		
Units	Range of laminate floor and wall units with steel bar handles comprising:		
	6 doors over counter—finger marked and greasy	2	
	4 doors over counter—finger marked and greasy	2	
	1 drawer—dusty, dirty to front	2	
	14 steel bar handles	2	
	Wine rack—spotted	2	
	Granite work tops	1	
	Kick panel loose under fridge, scuffs to end panel		
Goods	Built-in dishwasher—dirty to sides	2	
	Candy hob—marked to rings	2	
	Candy double oven with 2 shelves, grill pan, roasting pan—spotted, marked to pans	3	
	Stainless steel extractor—greasy and spot marked to underside	3	
	Built-in fridge and freezer	1	
	Stainless steel sink and drainer	1	
	Chrome mixer tap—mineral marked	2	
Other	Small plastic parts		



# Kitchen pictures continued



Access

To the front of the property is a lawned area with flagged walkway to the front door. In front of the reception window is a gravelled area with a plant in good condition. There is a number plaque and bell push by the door which is covered by a tiled porch.

Parking

There is a tarmac drive shared with the neighbour that is weed free and in good repair

Garden

The garden is laid to lawn, paving and borders with decked walkway and tarmac drive. All areas are well-maintained and the lawn is cut

Bins

There are 2 wheelie bins and 2 re-cycling boxes



Rear



