

10 January 2009

Scheduled Check Out Report

Apartment Number,
Property Address,
London Postcode

All items free from comment are deemed to be in good order with no noticeable damage or soiling. Electrical goods (including kitchen appliances) have not been tested for working order info@greenandmortar.com

Inventory Clerk:

Jonathan Blake, jonathan@greenandmortar.com

Compiled at the request of the Letting Agent:

Agent Name, Agent Address, London



Members of the Association of Independent Inventory Clerks (AIIC)
Members of the Association of Professional Inventory Providers (APIP)

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All items free from comment are deemed to be clean and in good condition with no noticeable damage or soiling. All electrical appliances have not been tested for working order.

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Check Out Report

All "Check Out Comments" provided are additional observations that were not noted in the original inventory. For the original comments see original inventory.

An inventory (the *original inventory*) dated **4 April 2008** and compiled by **Green and Mortar Limited** was used for the purposes of this Check Out Report.

ENTRANCE

10 January 2009

Ref	Item	Description	Check Out Comment
3.	Walls	Painted magnolia	1. Grey usage wear marks throughout mid level RHS. 2. 2" dent behind kitchen door handle.
12.	Cupboard	Door, painted white, walls painted magnolia, pine slatted shelf	1. Walls marked throughout. 2. Dusty throughout, not clean.
13.	Entry Phone	Wall mounted plastic	Light dust.
16.	Side Table	Wood laminate, 3ft top	1. 6" ring burn mark to top.

Additional or Missing Items

+	Personal items	Black bag containing clothes	
+	Shoe Rack	2ft Pine slatted	Worn and marked throughout.
21.	Lamp	2ft chrome base ,white shade	Not seen.

Additional Comments

The room is presented in a clean and tidy state with the exception of the cupboard and entry phone.

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Lights are assumed to be working unless otherwise stated.

RECEPTION

10 January 2009

Ref	Item	Description	Check Out Comment
27.	Ceiling	Painted white	2ft watermark to near RHS (tenant advises that damage was reported during tenancy).
31.	Skirting Boards	Painted white	Dusty behind sofa.
39.	Curtains	2 Cream full length lined, wooden pole	Dusty on top, lining lightly soiled throughout.

Additional or Missing Items

+	Television	24" Sony Trinitron with remote control	Used, aged
43.	Place Mats	6 Red plastic circular with holder	2 Not seen

Additional Comments

The reception is presented in a tidy and clean state with the exception of the skirting boards behind the sofa.

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KITCHEN

10 January 2009

Ref	Item	Description	Check Out Comment
44.	Door	Plain painted white, pair chrome handles	Handle not broken (original inventory noted handle was broken)
46.	Ceiling	Painted white	6" water damaged area near centre.
47.	Lighting	Three spotlight chrome spotlight fixture	1. All working (one not working in original inventory) 2. Dusty
48.	Walls	Painted magnolia, dark brown glazed granite effect splash back, stainless steel splash back	1. Splash marks right of worktop 2. Stop cock cover loose.
52.	Units	5 Wall mounted white Formica, chrome handles, 4 base units	1. Some food items/sweets 2. Shelves under sink watermarked 3. Board under oven loose. Part of plastic fixtures appear broken. 4. Usage wear inside of cupboard right of oven.

Additional or Missing Items

55.	Screwdriver	Philips	Not seen (noted as worn)
+	Plant Pot	Clay 1ft	

Additional Comments

The room is presented in a tidy state with some food items in the cupboard and some dust to surfaces.

BEDROOM

10 January 2009

Ref	Item	Description	Check Out Comment
61.	Walls	Painted magnolia	1. Rub/grey marks around bed 2. Scuff marks above wardrobe.
63.	Windows	Double glazed, white UPVC sash frames	Dust to frames
68.	Mattress	Double blue tartan matching bed frame Tender Sleep	1. Light fluff 2. Light wear
69.	Wardrobe	1 6ft One door wood laminate 1 6ft 2 door wood laminate, one shelf, one clothes rail	Dusty on top

Additional or Missing Items

- None

Additional Comments

The room is presented in a tidy state with some dust as noted.

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BATHROOM

10 January 2009

Ref	Item	Description	Check Out Comment
79.	Doorframe	Painted white	2 Small chips to top
82.	Lighting	Ceiling fixture, frosted glass shade, cord end wooden decorative	Half of chain/cord missing.
83.	Walls	Painted magnolia, white tiles	1. 1ft splash mark under towel rail 2. Two 2" splash marks to RHS.
84.	Windows	Double glazed, obscure, white UPVC frames	Dust to frame.
88.	Flooring	Red and grey stone effect tiles	Limescale around toilet and sink
90.	Bath	White, chrome mixer tap, plug on chain	1. Bath panel not attached 2. 1cm hole to bath panel 3. Light mould to sealant
92.	Toilet	White ceramic, chrome flush, white plastic seat, white ceramic cistern	Limescale below waterline.
93.	Shower Screen	Four panel glass fold out	Light splash marks

Additional or Missing Items

- None

Additional Comments

Musty/smoky smell in room.

The bath panel has been removed. There is some light limescale to the shower screen and toilet as noted.

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**General Statement of Condition,
 Apartment Number, Property Address, London Postcode**

Cleaning	The original inventory noted some light dust in the corners of the bathroom and reception. The property was otherwise clean at the start of the tenancy with the exception of the rug which was dusty.		
Decorative Order	The reception wall does not match the description in the original inventory. Fewer nails were seen. There are some splash marks in the bathroom as noted. The stop cock cover is loose.		
Flooring	The wood laminate in the entrance hall is still worn. There is some limescale on the bathroom flooring.		
Lighting	The entrance light is still not working. One kitchen light which was not noted in the original inventory is now working. All light fixtures are dusty.		
Bedding	The mattress has some fluff and usage wear to the top.		
Furnishings	The wardrobe tops are dusty. There is a sofa in the reception.		
Windows	The exteriors are dusty. The frames were noted as lightly soiled throughout in the original inventory.		
Curtains & Blinds	The roller blind in the kitchen is not opening.		
Garden / Balcony	None		
Comments	The property is presented in a tidy state. A builder has since visited the property from when the tenant moved out. The gas meter was not seen (washer dryer obstructing access).		
Electricity Meter	31245(Low) 45622 (Norm)	Serial Number	L87A908712
Gas Meter		Serial Number	
Keys	Access gained via Letting Agent.		

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Declaration

Photographs taken on the same day as the Check Out may be available for viewing via the Green and Mortar website: <http://www.greenandmortar.com/userlogin.aspx>

Please contact either: Green and Mortar Limited (info@greenandmortar.com), your landlord, or your managing agent in order to view these photographs.

Electrical goods and appliances have not been tested.

I, the undersigned, have examined the Disclaimer, the General Statement of Condition and the whole of the Check Out Report and have found it and the original inventory, with all additional written amendments, to be correct.

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Signature of Tenants (Above)

Print Name

Date

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Signature of Landlord (Above)

Print Name

Date

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Signature of Inventory Clerk (Above)

Print Name

Date

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