

Address: 20 Sample Road , London SE1 5SU

Prepared by: Debby May

Date: 22 February 2009

## Quayside Inventory Solutions Ltd



Tel 0800 2982166

Email [debbymay@quaysideinventorysolutions.com](mailto:debbymay@quaysideinventorysolutions.com)

### Inventory and Check-in Report

**Address:** 20 Sample Road  
London SE1 5SU

**Description:** 1 Bedroom Property/unfurnished

**Date:** 22<sup>nd</sup> February 2009

**Time:** 1.30 pm

**Client Details:** xxxxxxxxx  
Xxxxxx xxxxx  
Xxxxxx xxx xxx

**Phone/mobile:** xxxxxxxxxxxx

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## **Terms & Conditions**

This inventory report is a fair and accurate report which describes the property's contents conditions and cleanliness for rental purposes only. This document is no guarantee of, or report on the adequacy of, or safety of any such equipment or contents, merely a record that such items exist in the property as at the date of the inventory report and check –in and the superficial condition of same.

The inventory only extends to parts of the property that are readily accessible. All other parts of the premises, for example attics, roof spaces, basements and cupboards full of items which are not relevant to the inventory, are specifically excluded. The compiler cannot undertake to search inaccessible places, through overcrowded drawers or cupboards, nor will the compiler undertake to move heavy furniture or bulky items.

This inventory has been prepared for identification purposes only and in no way constitutes a valuation statement of any property.

Unless the inventory is carried out in daylight hours, the garden and exterior of the premises will not be inspected.

This inventory has been prepared on the accepted principle that, in the absence of marginal comments, items are visibly free from defects, soiling, damage or missing parts.

Electrical appliances, machinery, boilers, gas appliances, radiators, water supply and other similar items are not tested. Lighting is solely tested to indicate whether light bulbs are working at time of check, however, this is not an indication that switches are functioning correctly or comply with the relevant safety regulations. Items may be tested for safety by a qualified electrician only.

Towels, bed linen and other similar items will only be inspected if laundered. Burglar alarms and smoke detectors are not tested.

Meter readings may only be taken if the meter is locked and readily accessible and, in any event, these should be checked by the relevant utility company.

Property left in locked rooms, lockers, etc. have not been inventoried, are the sole responsibility of the instructing principle.

It is the responsibility of the landlord, tenant, or the respective agent, to agree between themselves, the accuracy of this report. Any dispute over content or description must be registered with Quayside Inventory Solutions within 14 working days.

Fire Regulations 1988 – Furniture including pillows, scatter cushions etc. are checked for confirmation with the 1988 Fire Regulation Act, specifically noted is anything that does not comply with fire regulations and what does not have required kite label. The landlord and Agent should satisfy themselves that the product was manufactured and purchased after 1990 in order with due diligence tests that will apply by the Trading Standard Office.

Visual Check-Up - it is the responsibility of the tenant to keep the property in a clean and tidy condition and within the terms and conditions of the tenancy contract.

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## Property Summary Details

Area	General description and condition
<b>Front elevation</b>	Roof tiled with vents. Brown plastic guttering and down pipe. Soffits and fascias brown. 1 first floor window with wood above. White upvc double glazed. All white upvc. 1 overflow pipe.
<b>Front garden</b>	4 paving slabs on brick surround. 1 paved path. Laid to lawn either side. Seven manhole covers. 1 piece wooden fencing with wooden posts. 1 fig tree. 1 tree with green bin. 1 black wheelie bin. 1 black paper recycling box.
<b>Garage or car space</b>	1 allocated parking space.
<b>Side elevation (right)</b>	Wall rendered painted off white. Door with frame painted white. Door stained mahogany. Some chips and wear. 1 brass panel single glazed brass numerals 20, tarnished. 1 brass door lock. 1 brass hub lock with cover. 1 brass letter box, tarnished. 1 lantern white with sensor working. 1 cupboard, frame painted white scuffed door painted white with some paint flaking. 1 hasp and staple with padlock. Interior of door painted red. 1 vent. Flooring concrete. Housing 1 boiler slow Warm Fuel Saver, lightly rusty, not tested. 1 gas meter. 1 wooden shelving unit with assortment of paint. 1 electricity meter. 1 double switch socket. 1 Satchwell thermostat light fitting, working. 1 metal light switch. 1 flymo mower not tested. 1 Black and Decker strimmer, not tested. 1 red watering can. 2 roof tiles.
<b>Rear elevation</b>	Roof as front. Brown plastic guttering and down pipe. Soffits and fascias brown. 2 overflow pipes. 1 satellite dish. 1 first floor window as others.

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## Entrance Hall, Stairs and Landing

Description	Inventory	Check-in	Check-out
<b>Door &amp; Frame</b>	Stained mahogany. Trim round pane. 1 silver coloured Yale latch. 1 brass chain and keep. 1 brown and black brush letter box cover. 1 brass Yale lock cover.	Trim round pane marked and scratched. Some minor marks to door. 1 small crack in beading from chair being fitted.	
<b>Walls &amp; Tiling</b>	Painted magnolia. 2 radiators attached stained tiles. 1 wooden shelf.	2 small holes under hand rail. Radiator has some minor marks.	
<b>Flooring &amp; Skirting</b>	Blue and yellow carpet. 1 black and red door mat. Skirting boards painted white.	Carpet slightly worn in entrance hall. Doormat fairly worn.	
<b>Ceiling</b>	Structure painted white. 1 repair. 1 white plastic spotlight. 1 smoke alarm, tested. 1 round light fitting with 3 spotlights, working.	All in working order and general good condition.	

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<b>Power</b>	2 white light switches with clear plastic collar each. 1 white plug socket. 1 white spur fuse cover.	All in working order and general good condition.	
<b>Doorstep</b>	Brass and white.	All in general good condition	

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## Kitchen

Description	Inventory	Check-in	Check-out
<b>Door &amp; Frame</b>	Frame painted white. 1 pane over. 1 wooden curtain rail above. No door.	Frame slightly marked.	
<b>Walls &amp; Tiling</b>	Painted magnolia. 1 picture hook over painted. Splash back tiling in mottled grey blue design. 1 white picture	All in working order and in good condition.	
<b>Flooring &amp; Skirting</b>	Light wood laminate flooring with white skirting. Skirting boards painted white	All in general good condition.	
<b>Ceiling</b>	Embossed paper painted white. 1 hatch painted white. 1 white metal light fitting with 3 spotlights, working. 1 chrome light fitting with glass shade, working.	Embossed paper slightly coming apart at seam. Loft hatch slightly marked.	

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<b>Sockets</b>	1 cooker switch. 1 blank socket. 1 spur fuse with light. 1 double socket. 1 white double light switch with clear plastic collar. 1 white single light switch with clear plastic collar.	All in general good condition.	
<b>Sink Unit</b>	White plastic single bowl with left hand drainer. 1 white mixer tap. 1 white stop plug.	All in working order and in general good condition.	
<b>Work Surfaces</b>	Black and grey mottled.	All in general good condition.	
<b>Kitchen Units</b>	White with white inset and stainless steel handles.	All in general good condition.	
<b>Wall Unit 1 From left</b>	1 single wall unit	All in general good condition.	
<b>Wall Unit 2</b>	1 single wall unit with 1 shelf.	All in general good condition.	
<b>Wall Unit 3</b>	1 double corner wall unit with 1 shelf.	All in general good condition.	
<b>Wall Unit 4</b>	1 double wall unit with 1 shelf.	All in general good condition.	



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<b>Wall Unit 5</b>	1 single wall unit over cooker hood.	All in general good condition.	
<b>Wall Unit 6</b>	1 single wall unit with 1 shelf.	All in general good condition.	
<b>Wall Unit 7</b>	1 double unit with 4 white framed doors with glass panels housing 2 glass shelves. Supported by chrome post from work surface.	All in general good condition.	
<b>Base Unit 1</b>	2 drawers below cooker.	All in general good condition.	
<b>Base Unit 2</b>	1 single corner base unit with 1 shelf. 1 drawer over.	Base of unit slightly marked.	
<b>Base Unit 3</b>	1 single base unit under sink. Cream panel. 1 mock drawer over, no handle.	All in general good condition.	
<b>Base Unit 4</b>	1 single corner unit with 1 shelf. 1 drawer over housing cream plastic cutlery divider.	All in general good condition.	
<b>Bowl</b>	Round, plastic.	All in general good condition.	

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<b>Cooker</b>	Neff, stainless steel. 1 clock. 3 dials. 1 top door, stainless steel with window and stainless steel handle. Housing 1 grill pan with inner and handle. 1 larger door matching. Housing 2 wire shelves. Not tested.	All in general good condition.	
<b>Hob</b>	Stainless steel. 4 burners. black dials. Not tested.	All in general good condition.	
<b>Cooker</b>	Neff, stainless steel. 1 clock. 3 dials. 1 top door, stainless steel with window and stainless steel handle. Housing 1 grill pan with inner and handle. 1 larger door matching. Housing 2 wire shelves. Not tested.	All in general good condition.	
<b>Cooker Hood</b>	Generation 2000. Working.	All in general good condition.	
<b>Freezer</b>	Coolzone. Housing 4 Drawers. 2 Ice trays. Not tested.	All in general good condition.	
<b>Fridge</b>	Servis, white. Housing 3 wire shelves. 2 plastic salad boxes. 3 door shelves. 1 egg rack.	All in general good condition.	

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Washing Machine	Hotpoint Aquarius, white. Not tested.	All in general good condition.	
Doorbell	Byron.	Batteries need replacing.	

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## Lounge

Description	Inventory	Check-in	Check-out
<b>Sockets</b>	4 white double switch sockets, 1 white double aerial point. 1 white telephone point with adaptor and cable to further white box.	All slightly painted over.	
<b>Walls &amp; Tiling</b>	Painted magnolia. 1 double radiator.	All in general good condition.	
<b>Flooring &amp; Skirting</b>	Light wood laminate with white edging. Skirting board painted white.	Some minor paint marks on floor and skirting.	
<b>Lighting</b>	2 ceiling roses with blue and cream and black coloured shades. Working.	Shades slightly dusty.	
<b>Ceiling</b>	Embossed paper painted white.	All in general good condition.	

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<b>Windows</b>	White UPVC double glazed. 1 fixed section, 2 opening sections with white locking handles. Sill painted white. 1 white plastic curtain track.	All in working order and general good condition.	
<b>Curtains</b>	1 Pair cream patterned unlined curtains.	All in general good condition.	
<b>Thermostat</b>	Honeywell. Brown and beige cover with dial.	Painted cover edges.	

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## Bedroom

Description	Inventory	Check-in	Check-out
<b>Door</b>	Frame painted white. 1 pane over. Door painted white. Brass handles. 1 Double coat hook.	Door does not stay closed. Double coat hook slightly loose.	
<b>Ceiling</b>	Embossed paper painted white. 1 round ceiling rose painted cream with 3 spotlights Working.	All in general good condition.	
<b>Walls</b>	Painted m... a. 1 ... te radiat...	All in general good condition.	
<b>Flooring and s</b>	Blue and yellow carpet Skirting painted white	Carpet has some shade variations and slightly worn in places.	
<b>Window</b>	White PVC double glazed. 1 fixed section. 1 opening section with white locking handle. Sill painted white. 1 white plastic curtain track.	All in working order and general good condition.	

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<b>Curtains</b>	1 pair white patterned unlined curtains.	All in general good condition.	
<b>Built-in wardrobes</b>	5 doors painted white. 3 small with 1 grey metal knob and 2 larger doors with grey metal half round handles. Left side housing 4 shelves painted white. Right side housing 4 shelves painted white.	1 small door appears stuck shut. Some minor marks on shelves.	
<b>Built-in cupboard</b>	Frame painted white. Door painted white. 1 grey metal handle. Ceiling painted white. Walls painted white. Skirting board painted white. Flooring as room.	Some marks on ceiling and walls.	
<b>Built-in cupboard</b>	Frame painted white. Door painted white. 1 grey metal handle. Interior undecorated. Housing hot water tank with immersion heater not tested. With cable to spur fuse socket with light. 2 slatted shelves. 1 hot water pump. Flooring beige and brown vinyl.	Walls scuffed.	

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**Power**

1 double switch socket. 1 light switch with clear plastic collar.

All in general good condition.

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## Bathroom

Description	Inventory	Check-in	Check-out
Door & Frame	Frame painted white. Door painted white. Brass coloured handles with lock.	Interior of door with 1 large chip.	
Walls & Tiling	Painted magnolia. Splashback tiling in white. 1 radiator white.	All in general good condition.	
Flooring & Skirting	Beige vinyl. Sealed to edges. Skirting painted white.	All in general good condition.	
Doorstop	Brass coloured with white	All in general good condition.	
Ceiling	Textured paint white. Pull cord switch with brass and wooden toggle. Round brass smoke light fitting working.	Slightly dusty.	
Towel rail	Brass coloured.	Slightly loose.	

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<b>Toilet roll holder</b>	Brass coloured.	Slightly loose.	
<b>Pedestal basin</b>	White. Chrome taps. Brass plug and chain.	All in general good condition.	
<b>Bath</b>	White plastic. 1 brass mixer tap with shower head and attachment. 1 silver coloured shower hose. Brass plug and chain. Bath panel stained teak with screws and skirting	1 limescale mark to bath near plughole.	
<b>Shower rail</b>	White aluminium.	All in general good condition.	
<b>Shower curtain</b>	White plastic	All in general good condition.	
<b>Shower</b>	Mirror. White 2 doors. 1 silver coloured hose to white plastic shower head, held on white plastic and chrome riser with white plastic soap dish. Not tested.	All in general good condition.	
<b>W/C</b>	White. Brass handle. Wooden seat and lid.	All in general good condition.	

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## Utility Services

Utility service suppliers are not to be changed without the prior consent of the Landlord in writing.

Service	Supplier	Meter/location	Meter reading at check-in	Meter reading: at check-out
Electric	N power	Meter no. L83A86138 Exterior Cupboard	30480	
gas	N power	Meter no S57280 Exterior Cupboard	39	

## Keys

Key type	To fit door	Quantity
Yale	Door	
Chubb	Front door	1
Key	Exterior cupboard padlock	1

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## **Tenants Notes**

The inventory will be fully checked at the end of the tenancy. All personal possessions should be removed prior to the check-out and the property must be ready for the check-out including the return of all keys. In the event that the property has not been prepared for the check-out, the appointment will be cancelled and a charge for rescheduling the check-out will be incurred.

Please ensure that all furniture and other items are returned to their original places as stated in the inventory including any items that have been stored and packed away. This will avoid any charges, either for replacement property, or for time spent finding the repositioned items.

We strongly advise that the property should be professionally cleaned and ready at the end of the tenancy. Tenants can be disagreeably surprised to find the check-out report completely unfavourable on the standard of cleaning with a requirement for further cleaning at considerable extra cost.

Bedding and linens should be dry cleaned/undergone ironed and placed neatly in the appropriate room. Beds should not be made up as all mattresses will be examined.

During the check-out, the inventory will be checked and any variances and discrepancies to the original will be noted. Following allowances for 'wear and tear' the tenant will be liable to pay for repairs, replacement, making good or cleaning (where necessary). Any dispute over content or description must be registered with Quayside Inventory Solutions within 14 working days.

We strongly recommend that you keep all copies of existing inventories and check-in reports.

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### Declaration

For check-out tenants, please supply forwarding address below:

We the undersigned have agreed with the clerk the tenants and the completion of the property.

Agent/Landlord  
PRINT NAME: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Quayside Inventory Solutions Agent  
PRINT NAME: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Tenant 1  
PRINT NAME: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Tenant 2  
PRINT NAME: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

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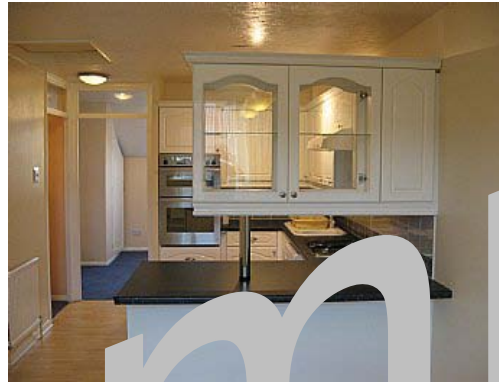
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## Photographs



Staircase



Kitchen



Lounge



Bedroom



Bathroom

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