

SG Inventories

INVENTORY OF FURNITURE FITTINGS AND EFFECTS

AT

**FLAT 3, 29 GLENLOCH ROAD
LONDON NW3 4DJ**

13th FEBRUARY 2020/KW

FOR: **FYRECTOFT ESTATES**



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INVENTORY DISCLAIMERS

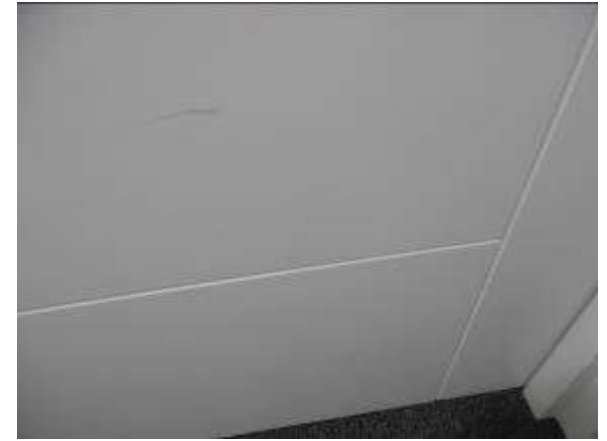
1.	Structural	This inventory does not constitute survey of the property
2.	General	This inventory has been prepared on the accepted principle that all items are free from any obvious damage, fault or soiling except where stated. The term 'good' is noted as a guideline for this. NOTE: should there be any cleaning, health and safety or other issues that need urgent attention please call the office immediately
3.	Description	Where the words 'gold', 'brass', 'oak', 'walnut' etc are used, it is understood that this description of the colour and type of the item and not the actual fabric, unless documentary evidence is available. The description of the listed items are for identification purposes only and we do not attempt to determine or pass an opinion on whether an item is genuine or a reproduction. New items will only be described as such when they are in a new building, still in their wrappings, or with a receipt
4.	Attendees	Wherever possible please ensure the tenant or a representative of the tenant attends the check-in and the check-out and they must sign the check in form. If the landlord is in attendance and makes comments or reaches any agreements this must be noted in the report.
5.	Fire Safety Equipment	If smoke detectors/carbon monoxide detectors are present and replacement batteries are required between maintenance visits or periodic tenancy checks, it is the Tenants responsibility to replace and frequently check the working order of the same. Any faults should be reported immediately to the managing Agent/Landlord. All smoke alarms and carbon monoxide detectors tested for sound only. We cannot be responsible for these not working properly.
6.	Furnishings	Where the inventory states 'Fire Regs labels seen' it is taken that labels are present on furniture and this indicates these items comply with the Furniture and Furnishings (Fire) (Safety) regulations 1988 (as amended 1993). It is not the inventory clerk's responsibility to state that these items comply with these regulations. Curtains are described with an approximation of length i.e. sill/skirting/floor length. Responsibility is not taken for noticing minor shrinkage due to cleaning/washing. Any shrinkage during or at the end of a tenancy will be a tenants responsibility.

7.	Working order and condition	This inventory relates only to the furniture, furnishings, fixtures and fittings and to all the Landlords equipment and contents in the property. It is no guarantee of, nor does it report on the adequacy, or safety of any such equipment or contents. It is just a record that such items exist at the property on the date of the inventory and a superficial condition of the same. Other than light bulbs and batteries, working condition is not noted. Where an Inventory is compiled at an old property, it is understood that the condition of the fabric are normally age worn and age marked unless otherwise noted.
8.	Appliances	Appliances will NOT be tested
9.	Windows and Doors	All door locks, latches and fittings will be checked but windows are not all opened to test if they are operational. If they are not operational, this should be reported as a maintenance fault. Doors are checked where keys are provided.
10.	Alarms	Smoke, Fire and Burglar Alarms will be tested where possible .
11.	Heavy Items	Heavy items of furniture such as kitchen appliances, wardrobes and beds will not be moved and the inventory clerk will not be responsible for the condition of any flooring underneath or areas surround such items that cannot be seen
12.	Loft and Cellars	Lofts and cellars are not included on this inventory unless they are converted and safety accessible. Contents will therefore not be noted or checked at check in or check out.
13.	Locked Rooms	Belongings left by a Landlord in a locked room or outbuildings will not be inventoried and are the sole responsibility of the Landlord. Any soft furnishing stored must comply with Fire and Furnishings Regulations
14.	Gardens	Plants and Shrubs will not be itemised
15.	Odour	Unless noted the property is odour free

16.	Maintenance	Any maintenance problems found either at the commencement of the tenancy or during the tenant should be reported promptly to the Managing Agent or Landlord. Report any maintenance or cleaning issues at the property to the agent immediately
17.	Agents Instructions	Where the clerk advises that work is to be done at a property after the inventory clerk has attended, it will be noted on the inventory as follows: Agent advises..... confirmation should always be available in the form of work receipts and the tenant is advised to put any concerns in writing to the Agent
18.	Tenancy Agreement	The terms of the Tenancy Agreement may override the opinion of the inventory clerk
19.	Assurances	The usability, safety or serviceability of any item left in the premises, or any access or usability of any room or outdoor space is not guaranteed and if you have any concerns you should check with the Agent/Landlord
20.	Professional Membership	Please indicate which association you are a member of on your inventory document
21.	Reports	All reports are to be send in pdf format
22.	Garages	Appliances, garden equipment and tools will be inventoried, however logs and tins of paint will not be itemised
23.	Sheds	Garden equipment and tools will be inventoried, however logs and tins of paint will not be itemised
24.	Condition of Electrical Sockets/Wires/Fittings (visual check)	We are not qualified electricians and will only confirm the visual condition of the electrical socket, wiring and /or fitting as seen. Any fault seen will be noted and reported immediately to the managing Agent/Landlord
25.	End of Tenancy Report	All items, furniture, ornaments, pictures etc. should all be returned to their original place as per the inventory supplied. We reserve the right to charge more for the check out if the report takes longer than expected due to items not being in their correct places.

FRONT DOOR		CHECK OUT COMMENT
Painted white panelled door to exterior with brushed chrome numeral 3, brushed chrome ERA lock with finger pull, further brushed chrome and chrome square lock	Chips to interior edge to right hand side, chipped to right hand side exterior edge of door, top lock loose and chipped to surround, scuffs and marks to low level and chipped to low level edge, 2 black dots below numeral 3	
Interior of door corresponding with exterior	Brown mark to interior door low level left hand side	
Painted white frame	Few marks to frame by interior bottom lock and cracking high level to interior frame, cable clipped to interior frame, chips to interior frame in places, cracking and chipped and marks to exterior frame	





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RECEPTION/OPEN PLAN TO KITCHEN AREA		CHECK OUT COMMENT
Wall mounted Dimplex heater with thermostat	Few light marks to top	
Grey fabric large 2-seater sofa with 2 seat cushions and 2 back cushions	Creasing and marks to front skirt to sofa, couple of pulls to left hand side arm and pull to left hand side back cushion, stains to left hand side seat cushion and to left hand side back cushion	
Circular white laminate dining table on chrome feet	Minor marks to top might clean off, small scratch to top	
4 white faux leather chairs on chrome feet	Minor marks to back of 1 chair	
Wall mounted white baton with 6 double white hooks		
Wall mounted Hager fuse box		
Wall mounted Videx entry phone		
Kitchen area:		
Wall mounted fire blanket		

4 inset halogen spots with white surrounds		
Ceiling mounted smoke alarm	Tested and working	
Ceiling mounted sprinkler		
Ceiling mounted ceiling rose with light bulb and beige circular shade		
Double wall mounted white gloss kitchen unit with 2 interior shelves with chrome bar handles		
Range of white gloss base units with 1 drawer to match	1 ice cube tray and 1 egg tray seen in drawer	
Grey laminate worktop	Notable scratch left hand side of hob, chip to rear edge of worktop in front of right hand side window, smeary marks right hand side of sink might clean off	
Stainless steel sink and drainer with chrome manual mixer tap and chrome filter waste	Scratches to sink and drainer	
Wall mounted chrome and glass extractor with light	No make visible, tested and working	
Bosch black 4 ring ceramic hob	Scratches and slightly dusty	

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Bosch electric fan assisted oven and grill with 1 interior shelf, 1 cooking tray with mesh, 1 circular metal tray with holes	Rusty and in use to circular metal tray, light usage to cooking tray	
Integrated under unit Candy fridge with small freezer compartment, 2 door shelves, 1 with cover, 1 dairy shelf, 1 glass shelf with brushed chrome edging, 1 half glass shelf with brushed chrome edging and 1 cooler box below, 1 plastic egg tray	Iced up in freezer	
Ariston unit and white tank with various pipes below sink		
Integrated Beko washing machine		
2 white slatted Venetian blinds with pull cords and acorns and plastic turning angle rods		
12 small keys seen (use unknown)		
Instruction manuals seen to drawer left hand side of hob, Bosch, Beko washing machine, Candy fridge		

DECORATIVE CONDITION:		CHECK OUT COMMENT
Ceiling white	Cracking to edges by kitchen area in places and reception edges to same	
Walls white and partly beige tiles to splashback around sink area	Scuffs and marks left hand side of front door and brown stains to same by wall mounted heater, brown mark on chimney breast wall to left hand side, grease spots below extractor hood, notable cracking right hand side of extractor hood and paint peeling off to same, 1 cracked tile behind hob and chipped to 1 tile right hand side of hob, cable protruding right hand side of front door low level and chipped to surround to same, paint flake spot and brown spot marks below wall mounted Fire Blanket and scuffs and marks to same	
Skirting white, cable clipped	Few usage marks in places , cracking left hand side of entry into bedroom, gaping to low level edges in a couple of places	
Flooring grey laminate	Gap to boards forward of front door and by entry to bedroom ad by fridge and by dining table	

<p>Sockets and switches white plastic</p> <p>1 aerial socket</p> <p>1 Open Reach telephone socket</p>		
<p>Windows white, secondary glazed sash windows with surface locks</p> <p>Sills tiled to match walls</p>	<p>Locks- complete</p>	
<p>Glazing - sound</p>		
		



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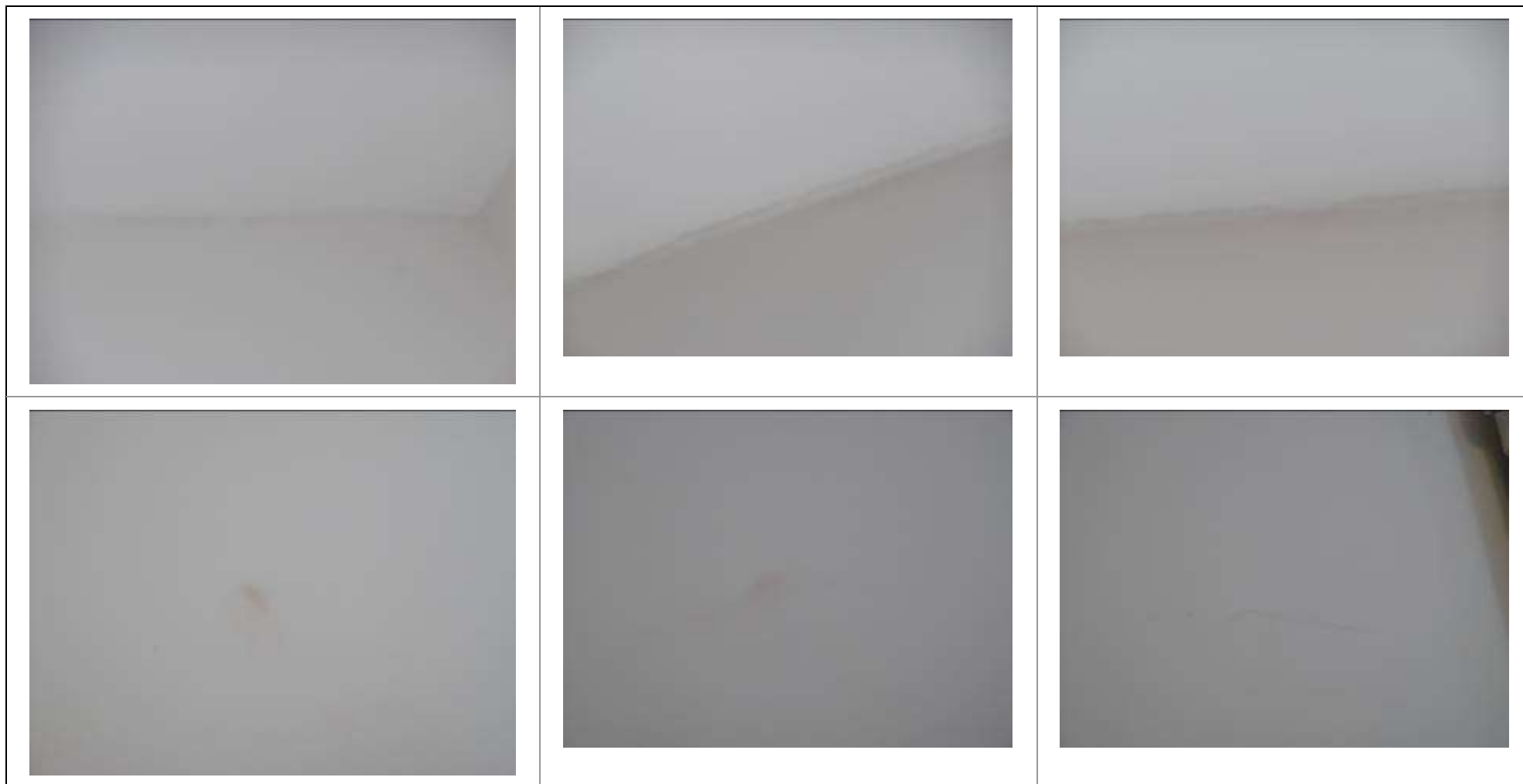








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BEDROOM		CHECK OUT COMMENT
Ceiling mounted smoke alarm	Tested and working	
White slatted Venetian blind with pull cord and acorn and plastic turning angle rod		
Wall mounted Dimplex electric heater with thermostat		
Ceiling rose with light bulb and circular beige shade		
White laminate chest of 4 drawers	Piece missing between top shelf and top drawer	
Mirror fronted double fitted wardrobes with chrome inset pulls, 2 interior white laminate shelves, 2 white hanging rails		
Bedside table with 2 drawers to match chest of drawers	Slightly chipped to front top edge and green mark to top	
Double beige self-patterned bed base with mattress to match	Soiled marks to bed base in places, torn section to top of mattress not closely inspected to underside of mattress	

DECORATIVE CONDITION:		CHECK OUT COMMENT
Ceiling white	Cracking to edges in places	
Walls white	Discoloured and non-matching touch up to window inset high level left hand side above blind, cracking around switch by entry and cracking to corner right hand side of entry and scuffs and marks in places, chip above chest of drawers right hand side of entry, cracking to bed wall and discoloured marks and scuffs to same, scuffs and marks to left hand side and right hand side in window inset	
Skirting white	Cracking to top and to corner right hand side of window, not able to closely inspect all areas due to furniture	
Flooring - Beige ribbed carpet	Join visible forward of entry and by entry to en suite, stain to left hand side of entry, fraying by entry to room by threshold, and pull by entry to room	

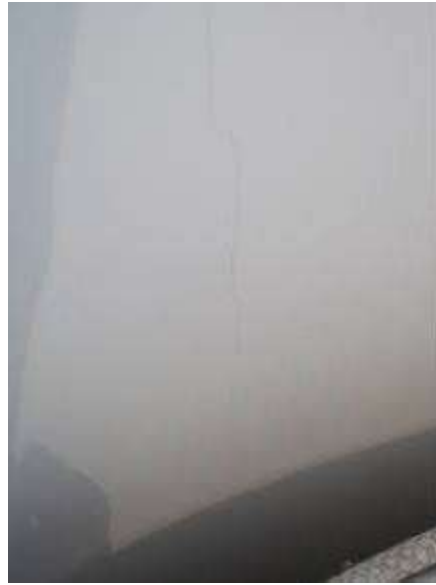
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Windows – double glazed sash windows with surface locks	Locks complete	
Glazing - sound	Needs cleaning to exterior	
Sockets and switches white plastic		
Door painted white panelled with brushed chrome lever handle	Indented to left hand side exterior edge of door and couple of scuffs to exterior door, chipped to interior and exterior edges	
		















EN-SUITE SHOWER ROOM		CHECK OUT COMMENT
4 inset LED spots with white surrounds		
Ceiling mounted Environment extractor		
White suite:		
White WC with seat and lid to match, chrome push button flush	Seat and lid slightly loose	
Wall mounted white basin with chrome manual mixer tap, chrome overflow, chrome pop up waste, Mounted onto white gloss laminate vanity unit with 2 chrome handles and 1 interior shelf, 1 brushed chrome hook to right hand side on Vanity unit		
Glass sliding shower screen with chrome knob pull and chrome frame, White shower tray with chrome waste, Wall mounted Triton shower with flexible hose and white shower head attached to chrome and white plastic riser pole with white plastic soap dish attached, Wall mounted chrome hook with 2-tier slatted shower tidy with 2 hooks		
Wall mounted chrome heated towel rail with cable and fuse switch		

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Wall mounted chrome toilet roll holder with flap		
Double mirror fronted medicine cabinet with 2 interior white laminate shelves	Silvering to low level right hand side edge	
Wall mounted brushed chrome hook		
Wall mounted Emergency notice laminated on wall by FYRECROFT ESTATES		
1 black plastic toilet brush and holder	In use	

DECORATIVE CONDITION:		CHECK OUT COMMENT
Ceiling white	Cracking to edges and cracking to edge above shower	
Walls white and brown and beige stone tiled splashback behind sink	Few scattered marks right hand side of vanity unit in places, few discoloured patches to wall left hand side of entry and red scuffs below hook to same, bubbling and discoloured right hand side of shower low level, couple of discoloured marks left hand side and right hand side of WC low level	
Beige tiles and light brown self-striped tiles in shower cubicle	Sealant slightly mouldy to 1 corner in shower, 2 cracked tiles to low level left hand side facing entry to shower	
Skirting white	Cracking to a couple of corners	
Floor beige self-striped tiles to match 1 wall in shower		
Door white panelled with brushed chrome lever handles and separate brushed chrome turning lock	Exterior handle loose, brown marks by interior handle,	













SCHEDULE OF CONDITION

	CHECK IN	CHECK OUT
General Condition:	Property has been professionally cleaned	
Skirting/ Woodwork:	Usage marks and cracking as noted	
Flooring:	Gaps to boards in reception/kitchen, stain in bedroom and pulls and join to carpet as noted	
Windows:	Needs cleaning to exterior glazing in bedroom	
Kitchen:	Scratches to sink and drainer, smeary marks and scratch to work top	
Sanitary ware:	Wc seat and lid loose, slightly silvering to right hand side mirror on medicine cabinet	
Curtains/Blinds:	Good order	
Garden/patio:	N/A	

Keys:

Keys collected and returned to agent:

1 black multi-lock, 1 gold key with purple plastic top, 1 Gold JMA key, 1 JMA key



Electric meter	£3.79	
Location	Communal hallway cupboard	
Serial Number	Smart meter CEM170120 – marked with number 3	

Water meter	000072348	
Location	Communal hallway cupboard	
Serial number	310119182	
		

These readings must be checked by the relevant boards as we cannot be held responsible for any discrepancies in the readings

1. *The foregoing inventory has been checked within 7 days from receipt and subject to the marginal notes and additions found to be correct.*

2. *I/we sign this conditionally on being allowed 7 days to check this inventory for any errors or omissions.*

(please delete as applicable)

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On behalf of Landlord

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On behalf of Tenant

Date: