

Greville Inventories LLP Princes Building Bath Road Cowes PO31 7QN
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Client:
Property:
Date:

INVENTORY & SCHEDULE OF CONDITION

Prepared by

GREVILLE INVENTORIES LLP

PROPERTY ADDRESS:



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1 INVENTORY INFORMATION

This inventory is an independent report, summarising:

Cleanliness
Condition
Contents e.g. furniture, furnishings and effects

Electrical appliances are not tested.

We do not move any furniture, lift carpets or other floor coverings go into any areas such as cellars, lofts or inspect high cupboards.

Our inventories will show all items in good clean condition, if however, any damaged or soiled items are found, these will be noted on the inventory.

This inventory does not attribute value estimates to any of the property seen or unseen.

The format of this inventory follows that of the Check-In report and incorporates any comments added by a Tenant in italics

Please note that if the tenant or landlord does not send back a signed copy of the inventory or inform the Agent of any discrepancies within 14 days of the commencement of the tenancy, then the Agent will assume that both the tenant and the landlord are in agreement with the inventory of contents and condition of the property.

2 GENERAL COMMENTS

The tenants were not present at the inventory make and check in.

Keys were collected from and returned to

The property was in excellent decorative order throughout.

The property had been professionally cleaned throughout including the steam cleaning of carpets and the cleaning of the windows to the interior.

The furniture was all in good used order. The dining table in the kitchen was well worn and marked. The mattress in bedroom 2 was well worn.

The curtains and blinds were all in good order. Some of the blinds were dusty.

The shower tray in the en suite shower room was very heavily chipped.

The balcony had been swept and was clean and tidy.

The inventory and check in report was compiled byon

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3 ENTRANCE HALL

FIXTURES

Item	Description	Condition at Check In	Condition at Date:	Photo No:
Ceiling	White painted	Good order		
Walls	Cream painted	Good order		
Woodwork	White painted	Good order		
Flooring	Stained and varnished wooden floor boards	Clean, good order. Some heel dents around entrance and by entrance to bedroom 2.		
Lighting	8 x ceiling inset spot lights	Working order		
Windows	N/A			
Drapes/curtains	N/A			
Heating	N/A			
Power	2 x wall mounted single light switches 2 x wall mounted blank plates 1 x wall mounted fuse switch 1 x wall mounted isolator switch	All chrome and good order except for isolator switch which was white.		
Doors	Plain varnished wooden door with inlay with chrome coloured '10', spy hole, ERA lock with pull, E*S lock. Stained wood threshold. ERA latch to interior, 3 x chrome coloured turning bolts, chain and keeper. Door frame mounted door bell, chrome coloured	Good order. Threshold chip and scuffed. Working order		

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FIXTURES AND FITTINGS

Item	Description	Condition at Check In	Condition at Date:	Photo No:
Door stop	Skirting mounted, chrome coloured and black			
Door bell	Wall mounted, white	Working order		
Burglar alarm pad	Wall mounted, 9427	Not tested		
Thermostat	Wall mounted, Microtemp	Not tested		
Smoke detector	Ceiling mounted	Not tested		
Alarm sensor	Wall mounted			
Plant and pot	Plastic green house plant in chrome coloured plant pot	Good order		
Entry phone	Wall mounted,	Not tested		
Cupboard	Lh cupboard – built in with plain stained and varnished door with 2 x chrome coloured lever handles, decorated as hallway, carpet to floor, rug + toilet brush and holder. 2 x wall mounted, fuse boxes Freestanding Friedland bell (not tested) Wall mounted, Horstmann Chanel Plus XL box (not in use) Rh cupboard – built in with plain stained and varnished door with 2 x chrome coloured lever handles, decorated as hall, carpet to floor, 1 x slatted shelf, 1 x MEGAFLO hot water tank, 1 x wall mounted Water Heater boost fuse, 1 x wall heater fuse, dust pan & brush	Not newly decorated to interior, some scuffs and discolouring, skirting painted dark colour, carpet draft marked. Rolled up carpet in cupboard – not inspected. Good order, clean and tidy.		

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4 BEDROOM 1 (LH SIDE)

FIXTURES

Item	Description	Condition at Check In	Condition at Date:	Photo
Ceiling	White painted	Good order		
Walls	Cream painted	Good order		
Woodwork	White painted	Good order		
Flooring	Green fitted carpet	Good order, steam cleaned.		
Lighting	4 x ceiling inset spot lights	Working order		
Windows	2 x white painted wooden frames with 2 x larger double glazed panes, 4 x smaller double glazed panes, 2 x chrome coloured lever handles with integral locks (no keys seen)	Paintwork good order, glazing intact and appears to be clean to interior.		
Drapes/curtains	1 x wall mounted long chrome coloured curtain rod 2 x pair of full length lined beige square patterned pinch pleat curtains with buttons to top 2 x dark brown slatted wooden blinds	Good order Good order, do not appear to have been freshly cleaned. 1 x button coming off to rh curtain to rh pair. Good order, dusty.		
Heating	N/A			
Power	4 x wall mounted single light switches 1 x wall mounted fuse switch 1 x wall mounted blank plate 3 x wall mounted double electricity sockets 1 x wall mounted aerial socket 1 x wall mounted telephone socket	All chrome coloured and in good order.		

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Doors	Plain dark stained and varnished door with 2 x chrome coloured lever handles			
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FIXTURES AND FITTINGS

Item	Description	Condition at Check In	Condition at Date:	Photo
Door stop	Skirting mounted, chrome coloured			
Thermostat	Wall mounted, Microtemp			
Cupboard	Built in with 2 x frosted glass sliding doors with chrome coloured trim. 1 x chrome coloured hanging rail and cream painted shelf to interior, decorated as room to interior.	Good order, clean and tidy.		
Bedside tables	2 x light wood effect bedside tables each with 2 x drawers and 2 x chrome coloured knobs.	Good order. Lh bedside table has scuffed knob.		
Table lamps	2 x table lamps with chrome coloured base and cream parchment type shade with silver coloured trim	Working order.		
Bed	Black, red and white tartan base with matching mattress	Good order, fire label seen.		
Isolator switch	White, wall mounted	Working order		
Alarm sensor	Wall mounted			

5 EN SUITE SHOWER ROOM

FIXTURES

Item	Description	Condition at Check In	Condition at Date:	Photo
Ceiling	White painted	Good order		
Walls	White ridged wall tiles	Good order		

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Woodwork	White painted	Good order		
Flooring	Cream coloured floor tiles	Good order, clean		
Lighting	4 x ceiling inset spot lights	1 x not working.		
Windows	N/A			
Drapes/curtains	N/A			
Heating	1 x chrome coloured wall mounted ladder style heated towel rail	Good order		
Power	As fitted 1 x wall mounted shaver socket			
Doors	Plain stained and varnished door with 2 x chrome coloured lever handles	Good order		

FIXTURES AND FITTINGS

Item	Description	Condition at Check In	Condition at Date:	Photo
Shelves	2 x wall mounted shelves with chrome coloured fittings and glass shelf	Good order		
Mirror	1 x wall mounted			
Wash hand basin	Wall mounted with chrome coloured fittings, blue glass bowl with chrome coloured depressible plug, wall mounted taps and mixer.	Wash hand basin is water marked. Some scaling to plug. Clean.		
Toilet roll holder	1 x wall mounted, chrome coloured			
WC	White with white seat and lid, chrome coloured depressible flush	Good order, clean.		
Toilet brush and holder	White plastic	In use		
Shower cubicle	Cream painted woodwork to surround Large cream coloured shower tray	Some signs of water penetration to paintwork Clean – 13 chips to shower tray, mainly		

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	<p>1 x fixed glass panel with chrome coloured trim 2 x glass sliding doors with chrome coloured knob 3 x coloured glass panels to 2 x walls Wall mounted chrome coloured shower controls, shower hose, shower head and wall mounted adjustable shower head support with 2 x plastic soap dishes.</p>	<p>filled. Clean, good order.</p> <p>Some water marks to glass but clean.</p> <p>Light discolouring and some water marks. Clean. Some scaling to shower head.</p>		
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6 RECEPTION

FIXTURES

Item	Description	Condition at Check In	Condition at Date:	Photo No:
Ceiling	White painted	Good order		
Walls	Cream and pale green horizontal painted stripes 18 x thick glass bricks to wall by study x 2	Good order Good order		
Woodwork	White painted	Good order		
Flooring	Continued stained and varnished wooden floor	Clean, good order. Some scratches to floor by door.		
Lighting	9 x ceiling inset spot lights	1 x not working.		
Windows	3 x white painted wooden frames each with 2 x larger double glazed panes, 4 x smaller double glazed panes, 2 x chrome coloured lever handles with integral locks (no keys seen)	Good order. Glazing intact and appear clean to interior.		

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	White painted window sills			
Drapes/curtains	3 x wall mounted chrome coloured curtain rods 3 x pair of full length lined cream and brown spotted curtains with pinch pleats and buttons 3 x silver plastic slatted blinds	Good order Good order Good order, some dust.		
Heating	N/A			
Power	3 x wall mounted double electricity sockets, chrome coloured 1 x wall mounted (white) telephone socket 1 x wall mounted telephone socket, chrome coloured 1 x wall mounted, chrome coloured blank plate 1 x wall mounted, chrome coloured double light socket			
Doors	Plain stained and varnished door with 2 x chrome coloured lever handles			

FIXTURES AND FITTINGS

Item	Description	Condition at Check In	Condition at Date:	Photo No:
Alarm sensor	1 x wall mounted			
Side tables	2 x light wood effect square topped tables with chrome coloured legs	Good order		
Sofa	1 x cream coloured two seater sofa with 4 x chrome coloured legs, 2 x back cushions, 2 x seat cushions.	Well vacuumed but some staining/discolouring to covers. Fire label seen. Tear under seat cushions.		

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	1 x brown coloured two seater sofa with 4 x wooden feet, 2 x back cushions, 2 x seat cushions, 2 x scatter cushions.	Good order, some wear. Fire label seen		
House plants	2 x green plastic house plants in chrome coloured planters 1 x green plastic cactus plant in chrome coloured planter.			
Television aerial	Skirting mounted	Not tested		
Door stop	Skirting mounted, chrome coloured + black			
Alarm sensor	Wall mounted			
Thermostat	Wall mounted, Microtemp			

7 STUDY

FIXTURES

Item	Description	Condition at Check In	Condition at Date:	Photo No:
Ceiling	White painted	Good order		
Walls	Cream painted 18 x thick glass bricks to wall between study and reception x 2	Good order Good order		
Woodwork	White painted	Good order		
Flooring	Continued stained and varnished wood floorboards	Good order		
Lighting	1 x ceiling mounted, chrome coloured track with 4 x halogen bulbs	Working order		
Windows	1 x white painted wooden frame with 2 x larger double glazed panes, 4 x smaller double glazed	Good order. Glazing intact and appears clean to interior.		

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	panes, 2 x chrome coloured lever handles with integral locks (no keys seen) White painted window sills			
Drapes/curtains	1 x wall mounted chrome coloured rod 1 x pair of full length lined cream and brown spotted curtain with pinch pleats and buttons to the top 1 x plastic silver slatted blind	Good order. Good order. Not freshly cleaned. 2 x brown marks to lh curtain. Good order, dusted.		
Heating	N/A			
Power	As fitted			
Doors	N/A			

FIXTURES AND FITTINGS

Item	Description	Condition at Check In	Condition at Date:	Photo No:
Desk	Light wood effect desk with pull out shelf	4 x small brown spots, 1 x chip, good order.		
Chair	Light wood effect	Good order.		

**8 KITCHEN
FIXTURES**

Item	Description	Condition at Check In	Condition at Date:	Photo No:
Ceiling	White painted	Good order		
Walls	Cream painted 28 x thick glass bricks to wall from reception	Good order Good order		
Woodwork	White painted	Good order		
Flooring	Beige stone effect tiles	Good order		
Lighting	6 x ceiling inset spot lights	Working order		

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	3 x under unit chrome coloured spots 2 x under unit strip lights	Working order 1 x not working		
Windows	2 x white painted wooden frames each with 2 x larger double glazed panes, 4 x smaller double glazed panes, 2 x chrome coloured lever handles with integral locks (no keys seen) White painted window sills	Chip to rh window frame. Good order. Glazing intact and appears clean to inside.		
Drapes/curtains	2 x silver slatted blinds			
Heating	n/A			
Power	1 x wall mounted white double light switch 1 x wall mounted white blank plate 1 x double electricity socket, white, wall mounted 1 x wall mounted white aerial socket 1 x wall mounted white telephone socket 1 x wall mounted double light switch, chrome coloured 1 x wall mounted fuse switch 4 x wall mounted double electricity socket, chrome coloured 1 x wall mounted chrome coloured Fuse board, 4 switches 1 x wall mounted, chrome coloured telephone socket			
Doors	Plain stained and varnished door with 2 x chrome coloured lever handles	Good order		

FIXTURES AND FITTINGS

Item	Description	Condition at Check In	Condition at Date:	Photo No:
Clock	Wall mounted, stained wooden frame + light green face	Not working		
House plant	Plastic cactus in chrome coloured planter			
Work top & splash back	Black granite	Clean, good order.		
Dining table	Light wood effect circular table	Very worn, various marks to top, worn and flaking varnish.		
Dining chairs	4 x light wood effect back and seat, chrome coloured frame	Some scratches and marks/indents to several seats.		
Kitchen units	A selection of floor, wall and drawer units with plain white laminate doors + chrome coloured pull handles	Good order, clean to interior.		
Thermostat	Wall mounted, Microtemp			
Sink	Set in to work top, SS single sink with chrome coloured mixer, no plug	Clean, good order.		
Dishwasher	Built in SIEMENS	Good order		
Shelves	2 x wall mounted glass shelves with chrome coloured fittings	Good order		
Washing machine	SIEMENS with fascia	Discolouring to dial + some discolouring to soap tray		
Hob	Built in electric ceramic hob with 4 x burners SIEMENS	Good order		
Extractor	Large wall mounted, chrome coloured with chrome coloured splash back	All clean and good order.		
Oven	Built in SIEMENS electric fan oven with 2 x racks, baking tray	Clean. Some permanent food deposits to door. Burnt on deposits to base of		



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		oven, burnt on deposits to racks.		
Fridge/Freezer	Built in Fridge – 4 x glass shelves, 2 x salad box + cover, 3 x full length door shelves, 6 x half length door shelves (2 with lids, 1 x egg tray) Freezer – 3 x drawers	Good order, clean. Light not working 1 x drawer cracked		
Alarm sensor	1 x wall mounted			

9 BEDROOM 2

FIXTURES

Item	Description	Condition at Check In	Condition at Date:	Photo No:
Ceiling	White painted	Good order		
Walls	Cream painted	Good order		
Woodwork	White painted	Good order		
Flooring	Fitted green carpet	Good order, steam cleaned.		
Lighting	5 x ceiling inset spots	Working order.		
Windows	White painted wooden frame with 2 x larger double glazed panes, 4 x smaller double glazed panes, 2 x chrome coloured lever handles with integral locks (no keys seen) White painted window sill	Good order. Glazing intact and appears clean to interior.		
Drapes/curtains	2 x wall mounted chrome coloured curtain rods 2 x full length beige flecked lined curtains 1 x brown slatted blind	Good order Good order Good order, some dust.		
Heating	N/A			
Power	2 x wall mounted white single light			

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	switches 2 x wall mounted white telephone socket 3 x wall mounted white double electricity sockets 1 x wall mounted white television socket 1 x wall mounted white plate			
Doors	Plain stained and varnished door with 2 x chrome coloured lever handle Door to balcony – 2 x white painted doors each with 3 x double glazed panes, 2 x chrome coloured lever handles, lock + key	Good order		

FIXTURES AND FITTINGS

Item	Description	Condition at Check In	Condition at Date:	Photo No:
Thermostat	Wall mounted, MICROTEMP			
Alarm sensor	Wall mounted			
Bed	Blue floral base with matching mattress	Some wear and stains. Fire label seen.		
Cupboard	Plain stained and varnished doors with 2 x chrome coloured knobs, decorated as room to interior with cream painted shelf + 1 x chrome coloured hanging rail. 2 x catches to interior.	Good order, clean and tidy. Edge not stained or varnished.		

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10 BALCONY

Slabs to step – loose tile and one tile cracked

1 x wall mounted white metal carriage clock type light, working order

Brick wall - good order

Paved flooring – good order, swept, clean and tidy.

11 BATHROOM

FIXTURES

Item	Description	Condition at Check In	Condition at Date:	Photo No:
Ceiling	White painted	Good order		
Walls	Cream painted Beige stone effect tiles with mosaic tiled border	Good order Good order		
Woodwork	White painted	Good order		
Flooring	Cream floor tiles	Good order, clean.		
Lighting	4 x ceiling inset spot lights	Working order		
Windows	N/A			
Drapes/curtains	N/A			
Heating	1 x wall mounted chrome coloured ladder style heated towel rail	Good order		
Power	As fitted 1 x wall mounted shaver socket			
Doors	Plain stained and varnished door with 2 x chrome coloured lever	Good order		

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	handles with turning lock.		
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FIXTURES AND FITTINGS

Item	Description	Condition at Check In	Condition at Date:	Photo No:
Mirror	Wall mounted			
Shelf	1 x wall mounted glass shelf with 2 x chrome coloured fittings			
Wash hand basin	Wall mounted white wash hand basin with chrome coloured mixer and depressible plug	Some scaling to end of mixer. Clean.		
Toilet roll holder	1 x wall mounted chrome coloured			
Toilet brush and holder	Chrome coloured and black	In use		
WC	Built in white with white seat and lid, wall mounted chrome coloured depressible flush White FORMICA top above WC	Good order, clean. Good order, clean.		
Bath	Cream tiled bath panel White bath with chrome coloured plug, chrome coloured shower controls, bath inset chrome coloured shower hose and shower head.	Good order Scaling to shower head. Good order, clean.		
Shower curtain and rail	Wall mounted chrome coloured, purple and white shower curtain	Good order.		

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12 SUMMARY

	Condition at check in	Condition at on:
Decorative Condition	Good decorative order throughout.	
Cleanliness	Professionally cleaned throughout.	
Carpets/Flooring	Good order. All tiled floor clean. All wooden floor clean and in good order with some heel dents in entrance and scratches and wear in reception. Bedroom carpets appear to have been steam cleaned and are in good order.	
Windows	All in good order. Glazing intact and clean to interior. No window keys seen.	
Furnishings	Good order. Wear and marks to kitchen table, beige sofa is discoloured to cover, mattress in bedroom 2 is well worn/stained.	
Blinds	Good order. Several minor marks to curtains as noted. Dust to blinds.	
Kitchen	Good order.	
Bathroom / WC	Good order. Shower tray has numerous chips. Both shower heads have some scaling.	
Linen/Towels	N/A	
Appliances		
Cooker	Clean, good order. Some permanent food deposits to base of oven and light food deposits to door.	
Hob	Good order, clean.	
Cooker Hood	Good order, clean.	
Washing Machine	Good order.	
Dishwasher	Good order	
Fridge/Freezer	Good order. Light not working.	

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Lighting	1 x spot in en suite, 1 x spot in reception + 1 x under unit strip light in kitchen not working.	
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13 SERVICE SCHEDULE

Client			
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Date			
Services	Location, meter no: and supplier if known	Reading IN	Reading OUT
Electricity	In basement	24110	
Gas	In basement	16613.666	
Water			
Other services:			

Please note:

The relevant companies must check the reading above as inventory clerk cannot be held responsible for any discrepancies.

14 KEY SERVICE

Key Type	Door / Window	Number of keys
Yale type key	Door to balcony	1



15 DISCLOSURES

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The inventory clerk has taken every care to be exact whilst doing this inventory, it is the responsibility of the landlord / tenant to check that it is correct.

The inventory clerk only records what is in the property on the date of inspection.

Working order or the safety of appliances is not the responsibility of the inventory clerk.

Reminder:

Before terminating we wish to advise the landlord / tenant to check the inventory prior to the termination of a tenancy agreement.

I / We, the undersigned, have examined the inventory on and have found it to be a true and correct record as at / / 2010

On behalf of the Tenant:.....

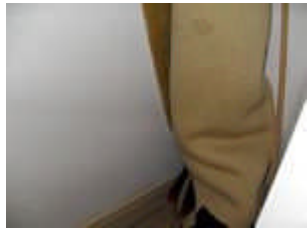
Print:.....Date:.....

On behalf of the Landlord:.....

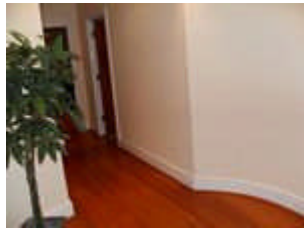
Print:.....Date:.....



Hall cupboard



Hall



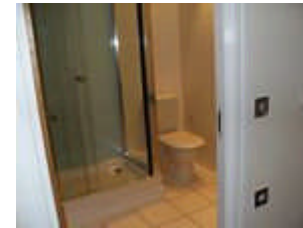
Bedroom 1



Bedroom 1



En suite shower room



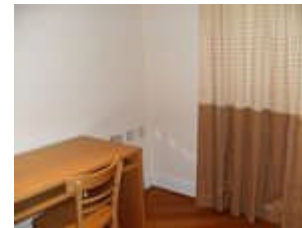
Shower tray



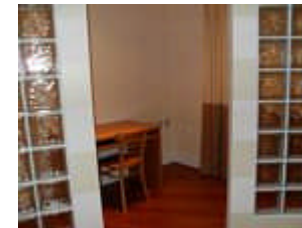
Wash hand basin in shower room Reception



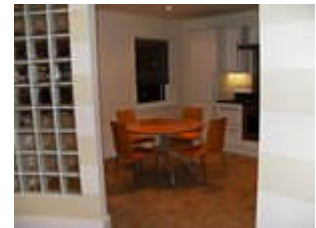
Study



Study



Kitchen



Kitchen table



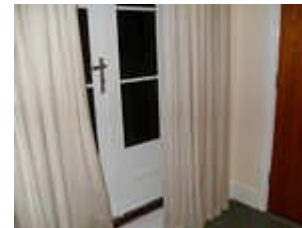
Kitchen



Bedroom 2



Bedroom 2



Bathroom

