

Management Inspection Report

PROPERTY: House No, Street Name, Town, Post Code
DATE: October 2004
REPRESENTATIVE: Alison Soule
TENANT PRESENT: tenant name
ON BEHALF OF: letting agent / landlord

GENERAL NOTES FOR ATTENTION:

Lounge

- Lamp shade cracked

Kitchen

- Pull missing from cutlery draw
- Heavy grease and carbon on hob
- Floor covered in food crumbs

Bathroom

- Large damp stain to ceiling above shower
- Paint flaking to door and left walls

General comments:

- Sanitary ware all dirty
- Carpets need vacuuming
- Evidence of a third tenant sharing bedroom 2

Immediate works required:

- Cleaning of bathroom sanitary ware
- Cleaning of kitchen hob
- Attention to issue of damp in bathroom

Management Inspection Contractual Obligation Checklist

The following obligations expressed in the terms and conditions of the tenancy agreement for the subject property, have been checked for compliance;

Ref.	Clause	Compliance	Comments
1.4	Only two tenants shall occupy the property	N	Suspected third tenant in bedroom 2
2.1	Internal and external windows are to be cleaned on a monthly basis	N	Interior windows have mildew and greasy marks, exterior windows have seasonal dirt.
2.2	No picture hocks / nails etc are to be screwed into the walls	N	Numerous pictures are hung in bedrooms 1 and 2
3.3	All electrical appliances are to be switched off when leaving the property	Y	
4.1	Do not use the ornamental fireplaces for the burning of any fuel or waste	Y	
5.1	The garden is to be kept tidy	Y	
5.2	Do not keep bicycles etc within the house.	N	2 cycles are present in the hallway