

Check In Report

Client name, office location	Badenbridge Lettings, High Street, Hedge End, HJ3 8HH
Property Address (incl. postcode)	65 The High Street, Hedge End, HJ3 7GG
Property Type	2 bedroom furnished terraced house
Date of Check In	20 October 2010
Tenant Name	Miss Caroline Jones
Tenant / Representative Present?	Yes
Clerk	Debbie Chapman
Paperwork Provided	No Letting Go inventory dated October 2009

Meters	Location	Reading	Serial No.
Electricity	Under stairs cupboard	Low 10233.4 Normal 21221.1 Total 31454.5	S98A 0321 48966
Gas	Outside front wall	45688.9	2001:G4A566 94
Water	Not metered		
Oil Tank	N/A		

Schedule of Condition & Cleanliness Report

Summary of property in general

Summary of Cleanliness	The property has been cleaned to a good domestic standard throughout. All appliances are in good domestic clean condition.
Decorative Order	Generally in fair condition throughout. Light black scuff marks to lower walls, particularly to hallway and bedrooms.
Carpets / Flooring	Clean and in good condition. Light tread wear to walkway areas. Carpets have been professionally steam cleaned. Wood floors have been swept.
Windows	Paint marks to several panes to lounge/kitchen. Dusty to frames.
Doors	Dusty to panel ledges. All lever handles are worn & tarnished consistent with use.
Curtains / Blinds / Nets	Good condition and clean. All pull cords/pulleys intact and in working order
Woodwork	Some light dust to skirting boards and picture rails although generally in clean condition.
Lights / Shades	Dust to several flexes. Otherwise clean throughout.
Furniture	Good domestic clean condition, minor spot marks to one surface of double mattress to bedroom 1. General wear to both sofas in reception.
General Linen	No linen to property.
Exterior	Front garden block paving clean & tidy. Rear garden trimmed & well kept.

Kitchen

Walls	Some grease & drip marks to wall behind hob. Remainder clean.
Flooring	Tiled floor swept & mopped.
Cupboards / units & surfaces	Cupboards wiped & cleaned to a good domestic standard. Some scuffing/wear consistent with use to insides.
Sink	Light limescale to mixer tap & waste.
Oven	Light burnt on grease to shelves & base consistent with age of appliance & fair wear. Cleaned to a good domestic standard.
Hob	Light burnt on grease to gas burners, otherwise clean to a good domestic standard.
Extractor	Very greasy to touch to underside. One bulb not functional.
Washing machine	Light soap residue to soap drawer. Door seal clean.
Fridge	Under counter fridge clean to a good domestic standard. Door front has light scratches near handle.
Freezer	Under counter freezer has one drawer front missing – consistent with inventory. Clean to a good domestic standard. Defrosted & switched off.
Dishwasher	None at property
Other appliances	Microwave – clean. Glass turntable plate intact.

Bathroom

Toilet / Bidet	WC clean but some general staining under the water line.
Hand Basin	Some light limescale to tap heads & waste. Pedestal lightly dusty.
Bath	Light limescale to taps & waste. Plug seen detached, no chain.
Shower	Shower head over bath has limescale to shower head & also to glass shower screen.
Flooring	Vinyl flooring clean & unmarked.

En Suite Bathroom

Toilet / Bidet	Toilet cleaned to a good domestic standard.
Hand Basin	Wall mounted hand basin cleaned to a good domestic standard, light limescale to waste.
Bath	No bath in en-suite
Shower	Shower cubicle cleaned to a good domestic standard. Some limescale to shower head, control knob, hose & riser rail.
Flooring	Vinyl flooring clean & unmarked.

Other Rooms

Reception	Light horizontal furniture marks to walls & some un-filled fitment holes (refer to inventory). Laminate flooring has been swept.
Bedroom 1	Light horizontal furniture marks to walls. Carpets have been professionally cleaned by light tread wear visible.
Bedroom 2	Carpets have been professionally cleaned.

External

General Condition	Front garden block paving clean & tidy. Rear garden trimmed & well kept.
Grass : Condition & length	Grass area recently cut. Large mature shrubs trimmed & tidy
Shed/Outhouse	Wooden garden shed in good condition.

General Comments/Maintenance issues

Guttering to rear of house leaking causing some mossing to patio to rear of house.

Front door – Yale lock very loose – requires fixing

Bathroom – Mixer tap to basin constantly dripping – requires fixing

[Empty lined area for additional comments]



Keys handed over	Type of key (Yale/Chubb etc)	Number of keys
Communal keys		
Front Door	Yale x 1, Chubb x 1	2
Back Door	Yale x 1	1
Windows	All window locks have keys in	
Fobs		
Patio / French doors		
Garage(s) / Shed(s) / outhouses	Small padlock key for shed	1
Post box		
Meter key		
Electric Key (Prepaid)		
Gas Card (Prepaid)		
Other		

This is a supplemental check in report to the No Letting Go inventory and schedule of condition which will fully detail the contents, decor, fixtures and fittings and condition of the property.

The inventory should be used in conjunction with this report, however if an inventory has not been commissioned, or is unavailable to be viewed at the time of the check in, this document provides a summary of the overall condition and cleanliness of the property and also highlights any outstanding maintenance issues.

Signed
(Tenants)

Name

Date

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Signed
(Landlord/Agent/Clerk)

Name

Date

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