

**AN INVENTORY FOR:  
First line of address  
Second line of address  
Third line of address**

**A two bedroom furnished property which has been professionally cleaned prior to check-in  
Carpets have been shampooed throughout prior to check-in**

**Date:** Date added here

**Ref:**

**Client:** Name of client inserted here

**Prepared by fhs Inventory Services**

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SAMPLE

## General Disclaimer

This is an independent inventory report that provides a fair and accurate record solely of the contents and condition of the property and does not form any part of a valuation or structural report. The person preparing the inventory is not an expert on fabrics, woods, material, antiques etc, nor a qualified surveyor or valuer. Any materials referred to are based on a visual description. It is not confirmation of the actual material used.

This inventory is compiled on the basis that all items listed are in good order and clean and any defects or soiling are noted where appropriate. The inventory should not be used as an accurate description of each and every piece of furniture and equipment. The movement of any items of heavy furniture or appliances will not be undertaken.

Property left in lofts, garages, sheds, cellars or in locked rooms, which have not been noted in the inventory, are the sole responsibility of the Landlord. Only a general description is given of any gardens or grounds with the property, not a detailed survey or contents report. Landlords should bring any omissions to this report to our attention within 14 days by emailing the details to [sue@fhsinventoryservices.co.uk](mailto:sue@fhsinventoryservices.co.uk)

Please note that when describing each room, the description of left and right is taken upon entrance of each room and is given in a clockwise direction.

*This inventory has been prepared on the principle that in the absence of comments an item is free from obvious damage or soiling.*

## Safety Disclaimer

The inventory relates only to the furniture, furnishings and all Landlords equipment and contents in the property. It is not a guarantee of, or assurance of safety of any such equipment or contents, merely a record that such items exist in the property as at the date of the inventory and the superficial condition of the same.

None of the gas or electrical appliances have been checked as to working order. Fire and safety regulations regarding Furnishings, Gas, Electrical and similar services are ultimately the responsibility of the instructing principle.

Internal lights have been checked for operation and any negative comments made in the report. None of the external lights, all the power points or general household electrics have been checked as to working order. These items will not be individually noted in the report, although any such items that appear to be superficially faulty will be noted.

## **Furniture and Furnishings (Fire) (Safety) Regulations 1988 as amended 1993**

### Furniture and furnishings:

Relevant furniture and furnishings, which have an appropriate label complying with the above regulations, will be shown on the inventory as 'Fire label attached', this is however not a statement confirming that the item complies with the regulations.

Any relevant furniture and furnishings where no labels are identified and the Landlord has not confirmed in writing that the items comply with the above regulations will be marked with 4 asterisks(\*\*\*\*) on the inventory. It is the responsibility of the Landlord or Agent to ensure those items are removed from the property prior to the commencement of any tenancy.

### Smoke detectors

If fitted at the property, it is the tenant's responsibility to inspect them and ensure they are in full working order as per the manufacturer's instructions from the start and for the duration of the tenancy.

Smoke detectors, boilers, gas fires, water supply and radiators are not tested. The relevant utility companies must check all meter readings, as we cannot be held responsible for any discrepancies. We are not held liable should meters not be located or accessible to read.

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## Tenants frequently asked questions

(This is general advice only and does not override or replace any part of your tenancy agreement)

### The property Interior

**Q.** Can I add picture pins/hooks/screws to walls?

**A.** You should only do so with written permission from your Landlord/agent. This should include how many and what type are allowed, ie: Screws, nails, picture pins. Also, avoid the use of blue tac, as it leaves a stain and can peel paint.

**Q.** Am I allowed to redecorate any part of the property?

**A.** You should only do so with written permission from your Landlord/agent. This should confirm the colours, type of re-decoration being allowed and whether a professional should carry it out.

- **At the end of the tenancy this inventory will be checked. Please note that all personal items must be removed, all cleaning must be completed prior to the Check Out date and the property restored to the original condition when the date of the tenancy commenced. If you are not ready to leave we may not be able to carry out the Check Out and if a return visit is necessary a charge will be added.**
- **All items should be in the same location as per the inventory. It is important for the tenant(s) to replace all items to their original location on termination of tenancy. Failure to do so could result in delay and confusion and also result in a search fee being incurred on Check Out.**
- **All beds should be left unmade with the linen folded. Bedding and towels should be clean and placed in the appropriate room.**
- **All china, glassware, kitchen utensils etc should be clean and accessible and if necessary unpacked and returned to the correct position.**
- **All food items should be removed and freezers defrosted.**
- **All light bulbs etc should all be in working order as at Check In.**
- **The property should be left a clean and tidy condition as in the Check In. Cleaning must be thorough, carpets should be shampooed as you will be charged for any staining or soiling and compensatory costs will be made towards any further damage such as cigarette burns.**

**You must be ready to vacate and hand over the keys at the appointment time.**

**Front Entrance and Hallway**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
1.	Front of Door	Medium wood Chrome Number 11 Chrome spy hole Chrome lock and pull Chrome lock – low level	Light damage around Lightly scratched Light chip to right of, light chips to angles at low level, light scuff marks to low level		
2.	Door Frame	Painted white  Door bell	Light chips to angles to mid level on right side Working		
3.	Door Threshold	Chrome door bar Beige mat	Old condition		
4.	Rear of door	Medium wood Spy hole with cover Chrome locking mechanism Chrome lock and cover to low level	White splash marks below, light chip to angle to low level		
5.	Door Frame	Painted white			
6.	Ceiling	Painted white 1 X Smoke detector	Not tested, minor marks around		
7.	Coving	Painted white			
8.	Lighting	3 X White inset spotlights	1 X Damage around light Working		
9.	Walls	Painted mushroom White baton with 5 wrought iron effect coat hooks Black and white entry phone system	Minor scuff marks below baton  Minor red marks and scuff marks above wall mounted heater, light chips to angles to right of, red scuff mark to low level		

**Front Entrance and Hallway**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
		1 X Bell box – top level  1X Fuse box – top level	Painted over old defects to mid level below, minor scuff marks to right of  Light scuff marks to low level below		
10.	Skirting	Painted white	Over painting to top, heavy splash mark to right of wall mounted heater, minor scuff marks throughout, light chip to angle to right side of entrance		
11.	Flooring	Beige ribbed effect fitted carpet	Draught mark to entrance, spot stain to left side of entrance to lounge, patchy to right side of entrance to lounge and in front of built in cupboard, carpet is damp		
12.	Electrics	White sockets and switches			
13.	Heating	Wall mounted white electric heater			
14.	Built-in-cupboard	White painted 6 panel door  1 X Chrome handle Door frame – painted white Rear of door - painted white  1 X Chrome handle Interior Walls - painted magnolia  2 X Wooden slated shelves 1 X White plastic clothes horse 1 X Ariston hot water	Splash mark to top level, light splash mark to mid level on left side, light chip  Dirty and dusty to mid and low level Splash marks above  Minor marks to back wall, heavily marked to right wall		

**Front Entrance and Hallway**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
		storage system Skirting –painted white Carpet – Beige ribbed effect Chrome door bar	Discoloured		
15.	Overall cleanliness		In good order		

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**Bathroom**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
16.	Front of Door	White painted 6 panel door 1 X Chrome handle Integral lock cover	Lightly tarnished		
17.	Door Frame	Painted white	Painted over old defects, light chips to angle on right side		
18.	Door Threshold	Chrome door bar			
19.	Rear of door	White painted 6 panel door 1 X Chrome handle Integral lock	Light dust to panels, chip to centre on left side		
20.	Door Frame	Painted white			
21.	Window (s)	White UPVC 2 X Glass panes obscured glass White reeds 2 X White UPVC handles 2 X Openers	Sticker to right window at low level		
22.	Window sill	White and silver tiles – rectangle design White grout			
23.	Ceiling	Painted white Extractor fan	Working		
24.	Coving	Painted white			
25.	Lighting	4 X White inset spotlights (2x shower proof)	2 shower proof bulbs not working and loose		
26.	Walls	Part tiled and part painted Painted section – White  1 X Wall mounted towel holder with shelf above	Painted over old defects to left side of entrance at mid level  Minor marks to shelf, chips to left side below shelf, minor marks to left of lower bracket on		



**Bathroom**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
		1 X Wall mounted shaver socket 1 X Wall mounted circular mirror 1 X Glass and chrome shelf - below Tiled section – White and silver with turquoise glass boarder tile 1 X Chrome and glass wall mounted shower screen with plastic seal  1 X Chrome shower holder - low level 1 X Chrome height adjuster 1 X Chrome shower head 1 X Chrome hose  1 X Wall mount chrome toilet roll holder 1 X Wall mounted chrome towel holder Grout white	right side Painted over old defects around  Painted splash to left side of entrance at mid level  Light paint splash, small tear to low level  Loose  Light lime scale to jets Light lime scale to low level Variation in tile colour to left side of bath at low level  Light dust  Spot mark to mid level above taps, light cracking above taps		
27.	Skirting	Painted white	Minor marks under electric heater		
28.	Flooring	Light wood laminate vinyl	Light pitting throughout, light paint splashes on entrance		
29.	Heating	White wall mounted Atlantic electric heater			

**Bathroom**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
30.	Sanitary ware	<p><b>White ceramic bath</b></p> <p>Integral chrome plug and chain                      Chrome hot and cold mixer tap                      Chrome pop up shower adjuster                      Chrome waste                      White laminate bath panel                      Protective plastic- low level</p> <p><b>White low level WC</b></p> <p>Push button flush                      White lid                      White seat                      Chrome fixings</p> <p><b>White pedestal wash basin</b></p> <p>Hot and cold mixer tap                      Integral pop up waste                      Chrome waste</p>	<p>White mastic around, mastic spot to right side</p> <p>Lightly tarnished                      Scratched to left side</p> <p>Light dust to top</p> <p>Loose to left side</p> <p>Dirty to centre, hair residue</p>		
31.	MISC	<p>Chrome push bin                      Stainless steel pot</p>	<p>Light usage marks</p>		
32.	Overall cleanliness		<p>In good order</p>		

SAMPLE

**Open plan Lounge and Kitchen**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
33.	Front of Door	White painted 6 panel door 1 X Chrome handle	Light dust to panels Light usage marks Minor scuff marks to low level on left side, minor scuff marks to low level		
34.	Door Frame	Painted white	Scuff mark to low level on left side, painted over old defects under, light chips to angles to low level on right side		
35.	Door Threshold	Chrome door bar			
36.	Rear of door	White painted 6 panel door White automatic door closer X Chrome handle	Light dust to panels Dusty around Light usage marks		
37.	Door Frame	Painted white	Light usage marks		
38.	LOUNGE AREA				
39.	Window (s)	White UPVC 2 X Glass panes White reeds 2 X White UPVC handles 2 X Openers	Clean required to exterior, light condensation  Chip to left handle		
40.	Window sill	Painted white 1 X Window key	Light chips throughout		
41.	Curtains/Blinds	Medium wood venetian blind Medium wood effect wand Matching cord 2 X Medium wood effect toggles	Sello-tape to top		
42.	Ceiling	Painted white			
43.	Coving	Painted white			
44.	Lighting	6 X White inset spotlights	2 bulbs not working		
45.	Walls	Painted mushroom	1 X Hole to top level on left side of entrance, repaired damage		

**Open plan Lounge and Kitchen**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
		1 X Wall mounted chocolate coloured leather effect mirror  3 X Wall mounted shelves painted mushroom Bracket – painted mushroom	to left side of window at top level, painted over old defects to left of window at low level, repaired damage to right side of window at low level  Light scuff marks to low level to right side of wall mounted heater, 1 X picture hook to top level  Top shelf not painted, light dust Patchy		
46.	Skirting	Painted white	Dusty, light chips, light scuff marks		
47.	Flooring	Beige ribbed effect fitted carpet	Patchy to right of entrance, furniture indentations, carpet is still damp		
48.	Electrics	White sockets and switches 2 X Telephone points 1 X TV/Satellite/FM point			
49.	Heating	Wall mounted white electric heater			
50.	Furniture	<b>White and medium wood dining table</b> with 2 drop down leaves 2 X White chairs 2 X Red upholstered seat pads (****)  <b>Oak trunk</b>	Light scratches, red and black scratch mark to low level support Heavily chipped throughout  Damp, fire label not seen  Ring marked to top, marks conducive with style, brown duct tape to corner		

**Open plan Lounge and Kitchen**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
		Interior 1 X Oak box 1 X Chain  <b>Red IKEA wool rug</b> Product code 10039158 140x200 CM (****)  <b>Oak table</b>   <b>Cargo beige two seater sofa</b>   Light wood legs	Light black spot marks throughout Fire label not seen  Large water stain to top, marks and scratches conducive with style ,water mark to legs  Light usage marks to arms, light scratches, dirty to beading, light scuff mark to seat cushion on left side <b>See cleaning sticker under seat cushions</b>  Light scuff marks throughout		
51.	MISC	2 X Chrome and rubber door stops			
52.	KITCHEN AREA				
53.	Area threshold	Chrome room divide			
54.	Window(s)	White UPVC 2 X Glass panes White reeds   2 X White UPVC handles 2 X Openers	Sticker residue to left window at top level, light sticker residue to right window, light splash residue to interior, clean require to exterior, light condensation to low level		

**Open plan Lounge and Kitchen**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
55.	<b>Window Sill</b>	Painted white  1 X Window key	Ring marks to left side, light paint splashes		
56.	<b>Blinds</b>	Medium wood venetian blind Plastic medium wood effect wand Matching cord 2 X Medium wood effect toggles			
57.	<b>Ceiling</b>	Painted white 1 X Heat detector	Not tested		
58.	<b>Coving</b>	Painted white			
59.	<b>Lighting</b>	4 X White inset spotlights	1 bulb not working		
60.	<b>Walls</b>	Part painted and part tiled Painted section – mushroom  Tiled section – Grey, beige and orange tiles 1 X Tile mounted bracket with 10 chrome butchers hooks  1 X Chrome kitchen roll holder Grout – White	Light chips to angles on left side to mid and low level, minor scuff marks  Light splash marks to end of unit run on far right side		
61.	<b>Skirting</b>	Painted white	Minor marks		
62.	<b>Kickboards</b>	Light wood laminate 1 X Air vent	Light clean required Dusty		
63.	<b>Flooring</b>	Cream and orange square design vinyl	Split to centre on entrance, pitted marks throughout, black scuff to front of built in oven, ½		

**Open plan Lounge and Kitchen**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
			ring stain to left side of oven		
64.	Electrics	White sockets and switches			
65.	Kitchen units	<p>A range of wall, base and drawer units</p> <p><b>WALL UNITS</b></p> <p><u>Unit 1</u>                      Light wood laminate                      Long Chrome handle                      Interior                      1 X Light wood shelf                      1 X Red folder with instruction manuals                      Triangular light under</p> <p><u>Unit 2</u>                      Light wood laminate                      Long Chrome handle                      Interior                      1 X Light wood shelf                      Triangular light under</p> <p><u>Unit 3</u>                      Light wood laminate                      Long Chrome handle                      Interior                      1 X Light wood shelf                      Mounted spice rack with 6 x spices under                      Triangular light under</p> <p><u>Unit 4</u>                      4 X Light wood laminate up</p>	<p>Working</p> <p>Working</p> <p>Working</p>		





**Open plan Lounge and Kitchen**

ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
	<u>Unit 2</u> Light wood laminate Long Chrome handle Interior 1 X Light wood shelf	Light splash marks Light scratch		
	<u>Unit 3</u> Light wood laminate Long Chrome handle Integral <b>½ Size Electrolux Dishwasher</b> Interior Plastic cutlery divider	Light drip stains		
	<u>Unit 4</u> Light wood laminate Long Chrome handle Rear of door Integral <b>Electrolux Washing Machine</b> Handle Door Soap tray Seal	Light splash marks  Black staining to top, 2 x holes  Light clean to handle required  Light orange staining and heavy soap residue		
	<u>Unit 5</u> Light wood laminate Long Chrome handle Integral <b>Fridge</b> Interior Freezer box 3 X ice cube trays 2 X Door compartments	Sticky to bottom compartment, cracks with sellotape over, light		

**Open plan Lounge and Kitchen**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
		2 X White shelves 1 X Plastic Drawer Plastic casing -2 lids  <u>Side panel</u> Light wood laminate <u>Back panel</u> Light wood laminate  <u>Unit 6</u> Light wood laminate Long Chrome handle Kickboard below - vent Integral <b>White Freezer</b>  Pull down drawer to top 2 X Drawers	usage marks  1 X Lid cracked  Light usage marks  Minor marks to low level  Usage marks to top level  Dusty  Sellotape to top left side of internal drawer casing, damage under		
66.	<b>Worktop</b>	Dark grey laminate	Light scratches to end of run on far right side		
67.	<b>Sink Unit</b>	Stainless steel 1.5 bowl sink  Integral drainer Chrome hot and cold mixer tap Large bowl Chrome waste ½ Bowl Chrome waste 1 X Plastic insert 1 X Chrome effect plate drainer 1 X Chrome effect caddy with	Rubbing to chrome leisure button Light scratches  Light lime scale to controls Light scratches Light clean required  Light water marks  Light lime scale		

**Open plan Lounge and Kitchen**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
		2 plugs – flower design to front			
68.	Appliances	<p><b>Stainless steel Extractor fan</b> Filter 2 X Lights Extractor</p> <p><b>Stainless steel electric hob</b> 4 X Zones 4 X Black and chrome knobs</p> <p><b>Electrolux Stainless steel Dual grill</b> Glass fronted 2 X Stainless steel and black knobs 1 X Stainless steel handle Interior 1 X Grill 1 X Grill pan 1 X Stainless steel rack</p> <p><b>Stainless Steel Oven</b> Glass fronted 2 X Stainless steel shelves</p>	<p>Light grease Working Working</p> <p>Light grease spots to inner door Light burnt on grease</p>		
69.	MISC	Silver effect ADDIS flip top bin	Light usage marks		
70.	Overall cleanliness		Light clean to areas noted, otherwise in good order		

**Bedroom One**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
71.	Front of Door	White painted 6 panel door  1 X Chrome handle	Light dust to panel, dirty marks to mid level  Minor marks to low level		
72.	Door Frame	Painted white	Light scuffs to low level on left side		
73.	Door Threshold	Chrome door bar			
74.	Rear of door	White painted 6 panel door 2 X Chrome coat hooks – top level  White automatic door closer 1 X Chrome handle	Paint splashes to mid level on left side Dusty around Light usage marks		
75.	Door Frame	Painted white	Usage marks to left side at mid level		
76.	Window (s)	White UPVC 2 X Glass panes White reeds 2 X UPVC handles 2 X Openers	Light condensation  Light chip to left side		
77.	Window sill	Painted white 1 X Window key	Light paint splashes throughout		
78.	Curtains/Blinds	Medium wood venetian blind Medium wood effect wand Matching cord 2 X Medium wood effect toggles Chrome curtain pole with matching finials  Pair of cream faux suede full	Light spot marks to left side at		

**Bedroom One**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
		length curtains	mid level, large spot stain to right side at mid level		
		Cream lining			
79.	Ceiling	Painted white			
80.	Coving	Painted white	Paint marked to left side of entrance		
81.	Lighting	Single pendant light White up lighter – square design	Dusty  Dusty		
82.	Walls	Painted mushroom  Mushroom painted wooden mirror	Light scuff marks and under painting to left side of entrance at mid and low level, light scuff marks to right side of wardrobe at low level, repaired damage to left side of window and to right of, light black scuff marks to far right wall on entrance  Light splash marks to right of, minor marks to low level		
83.	Skirting	Painted white	Light dust, light chips to angles, minor marks		
84.	Flooring	Beige ribbed effect fitted carpet	Still damp, furniture indentations, light spot marks to left side of window		
85.	Electrics	White sockets and switches 1 X Telephone point 1 X Aerial point			
86.	Heating	Wall mounted white electric heater			

**Bedroom One**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
87.	Furniture	<p><b>Freestanding triple door wardrobe</b>                      1 X Light wood laminate door                      1 X Light wood surround mirror to centre                      Chrome handles                      Interior                      Safety information label                      1 X Shelf to top                      1 X Silver effect rail below                      3 X Internal Drawers                      Light wood laminate fronts                      Chrome handles                      - To right side                      1 X Light wood laminate door</p> <p>Chrome handle                      Interior                      1 X Shelf                      1 X Silver effect rail</p> <p><b>King Size Divan Bed</b> - green square design                      Base - 4 X integral drawers</p> <p><b>King Size Orthopaedic mattress</b> – green square design</p> <p><b>White painted Unit</b>                      2 X Drawers to top level</p>	<p>Backing loose</p> <p>Top drawer light scratch to front</p> <p>Light scuff to centre, splash marks to low level</p> <p>Light scuff marks to left side</p> <p>Light scuff marks and spot marks throughout</p> <p>Light soiling</p> <p>Heavily chipped, marks conducive with style</p>		

**Bedroom One**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
		Drawer 1 2 X White paint effect handles Drawer 2 2 X White paint effect handles 2 X Doors below 2 X White paint effect handles Interior 1 X Shelf	Light splash marks     Right door stiff to close		
88.	MISC	Chrome and rubber door stop			
89.	Overall cleanliness		Light dust to areas noted, otherwise in good order		

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**Bedroom Two**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
90.	Front of Door	White painted 6 panel door  1 X Chrome handle	Light dust to panels, 1 x hole to top level, light usage marks to right side  Light scuff marks to low level		
91.	Door Frame	Painted white	Light scuff marks to low level on left side		
92.	Door Threshold	Chrome door bar			
93.	Rear of Door	White painted 6 panel door 1 X Chrome coat hook White automatic closer 1 X Chrome handle	Dusty to panels Light scuff marks below Dusty		
94.	Door Frame	Painted white	Light scuffs to left side at mid level		
95.	Window (s)	White UPVC 2 X Glass panes White reeds 2 X UPVC handles 2 X Openers	Light condensation		
96.	Window sill	Painted white 1 X Key	Light splash marks		
97.	Curtains/Blinds	Medium wood venetian blind Plastic medium wood effect wand Matching cord 2 X Medium wood effect toggles			
98.	Ceiling	Painted white			
99.	Coving	Painted white	Spot marks to right corner		
100.	Lighting	Single pendant light Paper shade	Working		



**Bedroom Two**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
101.	Walls	Painted mushroom	Painted over old defects to left side of entrance at mid level, light scuff marks to left side of entrance at mid level, picture shading to centre at mid level, light scuff marks to far right wall at low level, light scuff marks and scratching to top level to far right wall, light scuff marks to right of		
102.	Skirting	Painted white	Minor marks throughout, dirty splash marks to left side of wall mounted heater, paint splash to right side of entrance		
103.	Flooring	Beige ribbed effect fitted carpet	Damp, split to left side of entrance, spot stains to right side of wall mounted heater, spot marks to centre, spot mark to left side of wardrobes, furniture indentations		
104.	Electrics	White sockets and switches			
105.	Heating	Wall mounted white electric heater			
106.	Furniture	<p><b>Single Divan Bed</b> Base – 2 integral drawers (***)</p> <p>Air sprung single mattress</p> <p><b>Medium wood laminate computer desk</b></p>	<p>Fire label not seen Sticker to drawer 1, loose bottom to drawer 2</p> <p>Light scuff to left side, black spot marks to low level</p>		

**Bedroom Two**

	ITEM	DESCRIPTION	CHECK IN CONDITION	CHECK OUT CONDITION	Photographs
		<b>Freestanding triple door wardrobe</b> 3 X Light wood laminate doors 3 X Silver effect button handles Interior 2 X Chrome shelf 2X Light wood laminate drawers below 2 X Silver effect button handles Interior 1 X Brass mirror			
107.	MISC	Rubber and chrome door stop			
108.	Overall cleanliness		Dusty to door, otherwise in good order		

SAMPLE

MAINS SERVICES			
SERVICE	ADDRESS	TELEPHONE	E MAIL
ELECTRICITY	Details given to tenant		
WATER	Details given to tenant		
LOCAL AUTHORITY	Details given to tenant		
SERVICE	LOCATION	READING IN	READING OUT
ELECTRICITY	Cupboard to front of property on right hand side	27217	
WATER	Front of property in pathway	00249	
KEYS			
KEY TYPE	DOOR	NUMBER OF KEYS	
AS PER PHOTOCOPY	FRONT DOOR MAIN ENTRANCE	X 4 X 1 FOB	

## DECLARATION

Whilst every care has been taken to ensure the accuracy of this inventory, the person who has prepared it cannot guarantee the accuracy.

The Landlord and the Tenant (s) are reminded that it is their responsibility to check the accuracy of this schedule and are advised to sign it in confirmation.

The inventory relates only the furniture, furnishings and all Landlord's equipment and contents in this property. It 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 at the date of the Inventory and the superficial condition of the same.

The Inventory states where relevant, furniture and furnishings (fire) (safety) regulations labels have been identified. Where not possible to identify the items of furniture and furnishings as complying to the relevant furniture and furnishings (fire) safety) regulations, it is assumed that they do not comply, unless otherwise stated by the Landlord.

This is to certify that we the undersigned have carefully checked the foregoing Inventory and subject to the marginal notes, consider this to be a fair and correct schedule of condition of the contents there in.

SAMPLE

<b>TENANTS NAME</b> To be inserted here	<b>SIGNATURE</b>	<b>DATE</b> To be inserted here
<b>TENANTS NAME</b> To be inserted here	<b>SIGNATURE</b>	<b>DATE</b> To be inserted here
<b>LANDLORDS NAME</b> To be inserted here	<b>SIGNATURE</b>	<b>DATE</b> To be inserted here
<b>REPRESENTATIVE/AGENT NAME</b> To be inserted here	<b>SIGNATURE</b>	<b>DATE</b> To be inserted here
<b>FOR AND ON BEHALF OF FHS INVENTORY SERVICES/NAME</b> Sue Hindley	<b>SIGNATURE</b>	<b>DATE</b> To be inserted here

SAMPLE