

CHECK OUT REPORT



FLAT 1 16 WHALE AVENUE
READING
BERKSHIRE
RG2 0GY




2 Bedroom furnished Property (apartment)

1st August 2016

Tenant: Mr & Mrs Naik

Inventory clerk attending: Becki Williams
Compiled on behalf of:



Adults: 2		Children: 1		Pets: No	Type: N/A
Tenants present: Yes		Tenancy length: 1 year 1 month		Refuse collection day: Communal	
Forwarding contact details; Please refer to check out declaration		Satellite Dish / Cable TV added: No Satellite / Cable provider: Sky		Telephone disconnected: Yes	Odour if any: No
Parking details: Permit Parking		Parking permit / Fob returned:	N/A	Heating: Off	
Gas ref: 2006: 553824		Electric ref: D06C27249		Water ref: N/K	
Reading:	05378	Reading: Total Rate:	18287	Reading:	
					
Supplier: Changed during tenancy:	EDF Yes	Supplier: Changed during tenancy:	EDF Yes	Supplier:	Regional
Meter card returned:	N/A	Meter card returned:	N/A		
Keys - Main access:		Keys other / Alarm details / communal door codes:		Thermostat temperature reading on tank if any:	
2 x communal door 2 x UL & LL front door combined 2 x patio door 2 x mailbox 2 x window				N/A	
					
Smoke Detectors	Location:	Photograph:		T&W / Not Working / Unable to Test:	

In property:	Entrance hall		Tested and working
Carbon Monoxide Alarms in property:	Reception		Tested and working

General summary:

The property has been left in good order with some general additional normal usage chips/marks throughout the property as expected and considered to be within general tolerances of FW&T for the tenancy, anything beyond this are itemised in the following pages of this report.

Please note only items of furniture that are within the physical limitations of the attending clerk have been inspected under and/or behind.

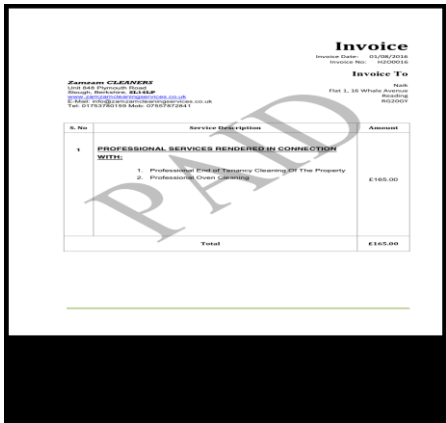
CLEANLINESS SUMMARY

If applicable, minor surface dust can occur after cleaning and is not considered to be a lack of cleanliness. Professional cleaning category is indicated if advised accordingly and cleaning is to a good professional standard with no further cleaning required.

<u>Carpets:</u>	Professional	Good	Fair	Full	<u>Comments:</u>
N/A					<p>If carpets were professionally cleaned at the start of the tenancy, carpets will require professional cleaning at the end of the tenancy. It should be noted that self-cleaning with a carpet cleaning machine does not qualify for professional cleaning.</p> <p>Hard floor only.</p>


General cleanliness:	✓				<u>Comments:</u> Property has been cleaned professionally. Few oversights.
This refers to the remainder of the property to include appliances, paintwork, fixtures & fittings, hard floor areas etc.					

Good: Domestically cleaned, oversights if any as listed. Fair: Further cleaning required in places. Full: Cleaning required throughout.

<u>Cleaning receipt carpets:</u>	<u>Cleaning receipt general:</u>	<u>Cleaning receipt windows:</u>
N/A	Yes	Yes
		
<u>Chimney swept:</u> N/A	<u>Chimney swept receipt:</u> N/A	

CLEANING WORK SCHEDULE
The tenant has an obligation to leave the property to the same cleanliness standard as at the start of the tenancy. Items in new condition at the start of the tenancy (or fitted new during the tenancy) must be cleaned to a professional standard at the end of the tenancy to achieve the best cleanliness possible. Where items are heavily soiled or marked, it is advised that any remaining permanent defects after cleaning will be eligible for compensation. If any professional cleaning has been carried out, a copy of the invoice/receipt is to be provided at the time of checking-out.

Liability is for the Tenant (T) or Landlord (L) indicated by a tick (✓) in relevant column.	T ✓	L ✓
<u>Consumables & Additional Items</u> The tenant has an obligation to replace consumables during the tenancy e.g. bulbs, batteries. Likewise, items that do not belong to the Landlord must be removed prior to Check Out. The following items will be attended to and charged for accordingly: <u>Consumables:</u> 1 x spot light beneath unit in kitchen T&NW – as per inventory check in <u>Additional items to be removed:</u> N/A		✓

Liability is for the Tenant (T) or Landlord (L) indicated by a tick (✓) in relevant column.		T ✓	L ✓
<u>Windows (External)</u> This is an apartment in a block and unless informed otherwise, it is assumed that external window cleaning is carried out by the block management company and is therefore Landlord liability.			✓
<u>Windows (Internal)</u> Professionally cleaned.			
<u>Curtains / Blinds</u> Some stains as noted.		✓	
<u>Shower heads</u> Scaled – very minor		✓	
<u>Photos:</u>			

<u>General summary of further cleaning items</u>		<u>Liability</u>	
In addition to items reported above, the following items/areas require cleaning:		Tenant - item or area now requires full cleaning or further cleaning as stated	Landlord - item or area requires cleaning as at check in
Bathroom	Back corner cobwebbed, sink base requires wipe, bin stained to top – as per inventory check in		✓
Bathroom	Drainage requires further wipe to bath, large mirror requires wipe, drainage RFC to sink, minor scale to base of taps In sink, rust mark to toilet roll holder.	✓	
Bedroom 1/master	Cobwebs to ceiling, white splash marks to bed frame, water stains to mattress	✓	
En-suite	Cobwebs to ceiling, mirror requires light wipe, extractor fan dusty, glass to shower cubicle requires wipe, splashback to shower interior requires light wipe, soap dish requires wipe, heavily stained to bowl in WC where water sits, flip top bin rusting, LL of shower door scaled, chrome watermarked to shower.	✓	
En-suite	Splash marks to LHS Wall – as per inventory check in		✓
Bedroom 2	Splash marks to headboard – as per inventory check in		✓
Reception	Splash marks to back wall, skirting grubby in cupboard – as per inventory check in		✓
Reception	Drip marks to RHS side of sofa	✓	
Kitchen	Heavy grease spot marks to LHS Wall, slightly greasy extractor fan, grease to one ring on hob, BOM to roof of oven, numerous splash marks to facing wall – as per inventory check in		✓
Kitchen	BOM to sides of oven, minor BOM to base & tray of oven, drainage requires wipe in sink, drawer fascia requires wipe, freezer requires defrosting, rubber seal to freezer requires wipe.	✓	


CLEANING PHOTOGRAPHS

These photographs were taken during the Check Out process and are provided as an indication of the cleanliness seen to some items at the end of the tenancy. The full extent of items for cleaning is listed within the cleaning schedule above.















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Bathroom floor clean	Drainage in bath RFC - bathroom	Drainage in sink RFC- bathroom
		
Scale to base of taps in sink - bathroom	WC clean - bathroom	Rust mark to toilet roll holder – bathroom
		
Stain to bin - bathroom	Spot marks to blind in bedroom 1	Water mark to blind in bedroom 1
		
Splash marks to bed frame in bedroom 1	Stain to mattress in bedroom 1	Stain to mattress in bedroom 1
		
Cobweb in en-suite	Drip marks to wall in en-suite	Scale to soap tray holder – en-suite
		

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Rubber seal to fridge blackening - kitchen	LL of shower door scaled – en-suite	Chrome watermarked in shower – en-suite
		
Chrome water marked in shower 0 en-suite	WC bowl RFC – en-suite	Rust mark to bin – en-suite
		
Blind marked in bedroom 2	Splash marks to bed frame in bedroom 2	Splash mark to wall in reception
		
Skirting grubby in reception cupboard	Blind marked in reception	Splash marks to RHS side of sofa in reception

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Splash/ grease type marks to wall in kitchen



Extractor fan slightly sticky in kitchen



Hob clean – kitchen



Oven door drip marks - kitchen



BOM remains to oven - kitchen



BOM remains to grill tray – kitchen



Soap tray requires wipe - kitchen



Seal to washing machine blackened - kitchen




Drainage to sink RFC – kitchen



Microwave clean - kitchen




Freezer requires defrosting – kitchen

CONDITION SCHEDULE							
T- tenant liability. L- landlord Maintenance. FI- further investigation required. FW&T- fair wear & tear for length of tenancy.							
INV NUM B	Inventory Item	Inventory condition – Black Check out condition - Red	Photograph at Check Out	T ✓	L ✓	FI ✓	FW &T ✓
	Front entrance						
	Checked & in same condition as stated on original inventory taking into account tolerances of general wear & tear for the length of tenancy with the exception of any cleaning issues as noted.						
	Entrance hall						
							
17	White plinth with 4 x chrome double robe hooks	Loose			✓		
40	SS flip top bin	Heavily IUIW In bedroom 1 wardrobe	Information	✓			
41	Grey dustpan & brush	IUIW Not seen		✓			





Bathroom






60	White plastic bath, chrome twist control plug, hot & cold mixer tap, chrome shower head	Plug T&W Black spotting to back seal				✓	
61	White plastic bath panel, 2 x screw caps	RC 1 x cap missing		✓			





Bedroom 1/master						
						
View 2						
						
81	Ceiling: painted white, smooth	Spotting towards facing & LHS wall	 			✓



85	Flooring: continuation of light wood laminate with wooden beaded edging	Not fully inspected beneath furniture, few marks Rubs to joins LHS – tenant has advised bed was covering this at check in				✓	
108	White extendable shower curtain pole	Not seen		✓			
127	2 x dark wooden bedside tables	Heavy scratches to top of one		✓			
128	Cream drawer unit with light wooden top, 4 x large drawers, 2 x small drawers, all with wooden knob handles	Black rub marks to second large drawer fascia In bedroom 2	Information	✓			
En-suite 							
134	Ceiling: painted white, smooth	Paint touch up mark on entry		✓			



152	White ceramic pedestal wash hand basin, chrome hot & cold tap, chrome push/pull release plug	No plug seen		✓			
157	Chrome framed corner shower cubicle, 2 x fixed panels of glass, 2 x sliding doors with D shaped chrome handles.	Fittings to LL of LHS shower door have come loose and stored in medicine cabinet	 	✓			
157	Chrome framed corner shower cubicle, 2 x fixed panels of glass, 2 x sliding doors with D shaped chrome handles.	Fitting from plug in base of shower is not fitted.		✓			
158	White plinth to base	RFC to groove Black spotting to LL seal				✓	

Bedroom 2							
View 2							
200	First section: Wooden shelf Chrome hanging rail Numerous hangers Further wooden shelf 2 x pull out wire baskets beneath 2 x white radiator clothes airer	Worn 2 x white radiator clothes airer not seen			✓		

Reception							
							
View 2							
							
207	Ceiling: painted white, smooth	Numerous cobwebs Water stains on entry				✓	
251	Continuation of LHS Wall	Black spotting to LHS LL				✓	

263	Window: white UPVC frame, x trickle vents, white fitting as fitted, lockable- no key present	Black spotting to corners Black spotting to LL seal				✓	
265	Pale green roman blind with cream floral pattern, pull cord	T&W Replaced with a purple roller blind. RHS bracket come loose. Filled area behind fittings	 Information				
268	Pale green roman blind with cream floral pattern, pull cord	T&W Replaced with beige blind. Filled areas behind fittings	Information				
270	Boxed in section, 2 x white inspection hatches	Numerous finger marks around each hatch Water marks				✓	
282	4 way extension lead	Not seen		✓			
291	Dyson handheld vacuum	Not seen – only fittings seen in unit drawer		✓			

<div>Patio area</div> 						
314	Border to front – numerous shrubs	Requires trimming – as per inventory check in			✓	

<div>Kitchen</div> 							
325	Unit housing ideal boiler	Replaced with viesmann boiler	Information				
333	Fuse switch – central heating	Heavy chips to RHS – tenant has advised this occurred when boiler was replaced				✓	
357	Numerous boxes on units	Not inspected Not seen		✓			
359	Black bags on units	Not inspected Not seen		✓			
364	Wooden kitchen roll holder	IUIW Not seen		✓			
365	LG intelloway microwave, control buttons with plastic coating over Circular glass plate	Plastic coating to control buttons coming away					✓
368	White bag on top with miscellaneous items	Too high to inspect Not seen		✓			

EXTERNAL GARDENS & AREAS SUMMARY ADDITIONAL PHOTOGRAPHS								
<u>Garden/General External Areas:</u> N/A ✓			<u>Garage:</u> N/A			<u>Shed/Out Buildings:</u> N/A		
Good	Seasonally neat & tidy		Good	Good order		Good	Good order	
Fair	General tidy up required	✓	Fair	Further tidy required		Fair	Further tidy required	
Poor	Full tidy required		Full tidy	Items present / disorderly		Full tidy	Items present / disorderly	

<u>ABBREVIATIONS & MEANINGS</u>			
AI	Additional item	NS	Not seen (To be returned or replacement cost applies)
BOM	Burnt on marks	NT	Not tested
CWA	Consistent with age	ODU	Old defects under
CWA&U	Consistent with age & use	PM	Paint marked
DAM/C	Damage (If non-repairable, compensation)	RC	Requires cleaning
DDT	Deterioration during tenancy	RC/C	Requires cleaning (If not removable, compensation)
DPP	Double power point	RHS	Right hand side
EST	Estimate (Item requires specialist attention)	SDG	Secondary double glazing
FPM	Furniture pressure marks	SPP	Single power point
FW&T	Fair wear & tear	SS	Stainless steel
IU or IUIW	In use (In use & In wear)	TBMG	To be made good
LHS	Left hand side	T&W	Tested & working
LL	Lower level	T&NW	Tested & not working
LM	Landlord maintenance	UL	Upper level
ML	Mid-level	FP	Freshly painted
RFC	Requires further cleaning		

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DISCLAIMER

This check out report is undertaken by Oakley Jane Inventory Services. Whilst all care and diligence has been taken to provide a fair and accurate report of the condition of the property and its contents, Oakley Jane Inventory Services will not be held responsible for any items missed, or damage not seen after 14 days of the date of this report. Without prior agreement from Oakley Jane, under no circumstances will Oakley Jane agree to pay for any call out fee or work carried out should a contractor be sent by the Landlord or the Agent to the property as a result of feedback from this Check Out.

Please note that we are unable to lift items of furniture or test appliances. Property left in lofts, cellars, locked rooms or boxed up items which will have not been inventoried, are the sole responsibility of the landlord. It is strongly recommended that if possible the property is visited by the Landlord (or representative) before the release of the deposit.



Email: contact@oakleyjane.co.uk Tel: 01296 200 082