

INVENTORY AND SCHEDULE OF PLIGHT AND CONDITION

FOR

**Property Address
Property address
Post Code**

DATE

inventoryclerk.com

0845 6123 727

ON BEHALF OF

**SMEATON HOMES
52B MUTLEY PLAIN
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The following is an informative guide, for landlords and tenants, on the compilation of any inventory prepared by clerks across the inventoryclerk.com network:

DISCLAIMER

This inventory is prepared as an 'as-seen snapshot' of the property and its contents, at the time of inspection. It is compiled as a fair and accurate record of the property's internal condition and its contents. It should be used as neither an accurate description of each and every piece of furniture and equipment nor a structural survey report.

As the inventory clerk preparing this inventory is neither an expert on fabrics, woods, materials, antiques etc nor a qualified surveyor or valuer, he/she is not required to state whether an item is antique, made from precious metals, of unique origin or whether it is new, despite any apparent appearance of being so.

The inventory is compiled to reflect what the clerk observed at time of inspection, along with any dilapidation, faults, breakages, dirt etc – only noted where seen. Otherwise, what is listed is presumed to be in good order, ie a property component is presupposed to be in good condition, unless indicated as not so 'in (brackets)', following each component's description.

Please be advised that items left in lofts, cellars or in locked rooms, garages and sheds, which have not been noted in the inventory, are the sole responsibility of the landlord.

The movement of any items of heavy furniture, appliances or equipment will not be undertaken; therefore, some observations may be restricted, where such items hinder full view.

To avoid possible mistakes, it is recommended that the inventory clerk complete an inventory or check-out unhindered, without landlords or tenants present. Where the contrary occurs and it is deemed difficult for the clerk to differentiate between that belonging to the landlord and that belonging to the tenant, the report may contain inaccuracies, for which the clerk will not be held responsible.

It is further recommended that validation of this inventory be completed by either landlord or tenant, to confirm its accuracy. Any queries or discrepancies about the description or content must be addressed to the clerk or inventoryclerk.com within 14 days of the date of inspection.

SAFETY DISCLAIMER

The inventory relates only to the furniture, furnishings and all landlord's equipment and contents in the property. It is no guarantee of said equipment/contents or any comment on said equipment/contents' safety – merely a record that such items are in the property, at the date of the inventory, together with the superficial condition of said equipment/contents. None of the electrical or gas appliances will have been checked for 'working order', unless (for the convenience of the clerk) an item is activated to help the clerk to complete his/her inspection.

The inventory clerk may not be a qualified electrician, HHSRS or fire-regulation expert and is not required to report on anything which may contravene any housing or health & safety regulations, although the clerk may indicate items which appear to require attention.

HOUSING HEALTH & SAFETY RATING SYSTEM (HHSRS)

The HHSRS has been introduced in light of the Housing Act 2004 (the Act) and is guidance for landlords and property-related professionals.

The Act changes the way in which local authorities assess housing conditions. They will now look at the condition of properties, using the HHSRS risk-assessment approach. This does not set out minimum standards. It is concerned with avoiding or, at the very least, minimising potential hazards. This means that landlords should also review conditions regularly, to try to see where and how their properties can be improved and made more safe.

Inventory clerks (although not qualified, under the HHSRS, to assess the condition of properties) will use common sense, however, linked to guidelines issued by the government, to indicate any potential hazard in the property. These will be marked with (++++), on the inventory.

FURNITURE & FURNISHINGS (FIRE) (SAFETY) REGULATIONS 1988 as amended 1993

Relevant furniture and furnishings complying with the above regulations, with the appropriate label, will be indicated on the inventory as 'fire-resistant'.

In the case of any relevant furniture and furnishings on which no labels are identified and the landlord has not confirmed that the items comply with the above regulations, these will be marked with (****) on the inventory; this does not mean, however, that they do not comply – it means that no appropriate label has been noted.

FIREGUARDS

Where there are any loose fireguards, not part of a heater, gas or electric fire, these will be indicated on the inventory.

SMOKE DETECTORS

It is the landlord's responsibility to supply and fit smoke detectors; it is the tenant's responsibility to inspect any smoke detectors regularly, to ensure that they are in full working order, as described in the manufacturer's instructions. Inventory clerks may indicate that such an item is poorly sited, missing or observably not functioning.

THE (EVIDENCE-BASED) TENANT DEPOSIT SCHEME

From April 2007, it's been a requirement that landlords adhere to one of the three 'tenant deposit schemes'. This means that, at each tenancy's commencement, a tenant's deposit is secured against evidence of the condition and contents of the property. 'The natural path of a deposit is back to the tenant', meaning that, at each tenancy's end (unless shown to the contrary), the deposit will be returned to the tenant.

INVENTORY AND CHECK-IN INSPECTION AT THE TENANCY'S START

For the inventory and check-in inspection to be completed accurately, it is essential that a property be readied for a tenant. This means that it should be in a clean and tidy condition and should not include items which will not form part of the inventory, to avoid their accidental inclusion as part of the tenancy.

CHECK-OUT INSPECTION AT THE TENANCY'S END

For a check-out inspection to be completed accurately, it is essential (before the final check-out inspection is due) that all items be returned to their respective locations, as indicated in the original inventory. Failure to do so may incur further costs, since the inventory clerk is not commissioned to search for missing items and, therefore, may list them as missing, thus incurring the tenant's unnecessary costs.



GENERAL DESCRIPTION AND CONDITION

Contents

SERVICES..... 1

SAMPLE

SERVICES	LOCATION	SERIAL NO	READINGS
<i>GAS</i>	Not accessible		
<i>ELECTRICITY</i>	Not accessible		

INVENTORY AND SCHEDULE OF PLIGHT AND CONDITION FOR:	Ref: 00000	Comments
	(continued)	Findings

LIVING AREA

FRONT DOOR

1. White painted door with brass Yale lock, Chubb lock, #7 and spy hole (door marked and dirty along bottom and on edge)

WINDOWS

2. White painted double glazed windows with black iron lever handle and latch.

FRENCH DOORS

3. White painted double glazed French doors with black lever handle and lock (windows extremely dirty, paint coming off of hinges and marked around handle).

CURTAINS

4. Black iron curtain pole with ornate finial ends and matching tiebacks bracket.
5. Beige stripe curtains.

CEILING

6. White painted ceiling (water stain above fireplace, few marks and cobwebs around smoke alarm, crack above front door and to left of shower room door).

LIGHTS

7. 2 pendant light fitting with obscure glass uplighter shades and 1 working bulb.
8. 3 wall uplighters with white shades and working bulbs.

WALLS

9. Magnolia painted emulsion walls (cracks above front door and around arch, cracked down corner opposite window, numerous marks and scuffs on wall left of window, around radiator and the shower room light switch).

FLOOR

10. Light wood laminate flooring with a wooden strip to every door (in need of a clean, marked as enter living space, numerous scratch marks, badly scratched between sofa and arm chair).
11. Beige and cream rug (worn and in need of a clean).

HEATING

12. 2 white double radiators with thermostat controls (living area chipped and marked).

FIREPLACE

13. Black wrought iron Victoria style fire inset (not in use).

FRAMES

14. White painted doorframe.
15. White painted skirting boards (dusty and numerous scuff marks).
16. White painted window frame.
17. White painted French doorframe.
18. White painted windowsill (few marks and chips).
19. Black tiled French door step.
20. White painted shelf above fire.

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INVENTORY AND SCHEDULE OF PLIGHT AND CONDITION FOR:	Ref: 00000	Comments
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LIVING AREA (continued)

ELECTRICS

21. Main fuse box.
22. Alarm control box.
23. Entrance telephone system.
24. Doorbell receiver.
25. Thermostat control.
26. 2 single brass fronted light switches (shower room one badly tarnished).
27. Brass fronted double dimmer switch.
28. 6 double brass fronted power point sockets.
29. Brass fronted aerial socket.
30. Telephone socket.
31. Smoke alarm.
32. Sprinkler.
33. Bathroom isolator switch.
34. 3 blank plates in ceiling.

FURNITURE

35. Brown leather bucket shaped arm chair (****).
36. Brown leather 3 seater settee with matching cushions (****).
37. 6 assorted scatter cushions.
38. Square wooden coffee table (numerous marks and scratches).
39. Brush chrome and glass shelving unit with 4 glass shelf.
40. Wooden dining room chair.

MISCELLANEOUS

41. Wicker waste basket.
42. Beige urn with large dried flower arrangement.
43. Floor standing grey ceramic candle holder.
44. 3 single stem pottery flower vases.
45. Brown table lamp with cream shade (shape marked and dirty).
46. Bowl with pot pourri.
47. Small wicker basket.
48. Dark wood framed mirror (chipped on bottom).

KITCHEN

DOOR

49. White painted panelled door with brass lever handle (door marked and scratched on outside).

WINDOWS

50. White painted sash style windows.

CURTAINS

51. Light bamboo roller blind with pull cords.

CEILING

52. White painted ceiling (small marks in centre, screw head mark above door).

LIGHTS

53. 6 brass surround inset spotlights all with working bulbs.
54. Strip lights under kitchen units.

WALLS

55. Magnolia painted emulsion walls (crack in wall above door),
56. Green ceramic tiled walls around kitchen units.

FLOOR

57. Continuation of wood laminate flooring (few scuff marks in need of a clean).

HEATING

58. White radiator with thermostat control.

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INVENTORY AND SCHEDULE OF PLIGHT AND CONDITION FOR:	Ref: 00000	Comments
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KITCHEN (continued)

FRAMES

- 59. White painted doorframe.
- 60. White painted skirting boards (rubber doorstop).
- 61. White painted windowsill (dusty).
- 62. White painted window frame.

ELECTRICS

- 63. Double brass fronted light switch.
- 64. Triple brass fronted appliance switch (one blank).
- 65. Double power point socket.
- 66. 4 double brass fronted power sockets.
- 67. Brass fronted cooker switch.
- 68. 2 blank plate in ceiling.
- 69. Fused switch.

KITCHEN

- 70. Light wood fronted kitchen units with chrome bar handles and matching floor plinths with a black work surface with integral drainer (work surface marked and in need of a clean).

BASE UNITS

- 71. Single unit under sink (door dirty, base dirty and chipped, writing on doorframe).
- 72. Wine rack.
- 73. 2 drawer unit (handles dirty).
- 74. Wine rack.
- 75. Single unit with shelf and drawer above (door drops when open and front dirty).
- 76. Half unit with shelf and drawer above (frame around door marked).
- 77. Single unit below oven.

WALL UNITS

- 78. Single unit with 2 shelves.
- 79. Double unit and with 2 shelves (shelf brackets broken and shelf laying flat).
- 80. Single unit above oven.

SINK

- 81. 1.5 stainless steel sink with 2 strainer plugs and a chrome mono block mixer tap (tarnished and dirty).

APPLIANCES

- 82. Large grey Indesit fridge and small freezer, fridge has 4 wire shelves, a glass shelves, 2 salad crispers, separate cheese box and 2 ice packs, 4 door shelves and a dairy box with egg holder.
- 83. Freezer has 1 wire shelf and 2 ice cube trays.
- 84. Integral Brandt dishwasher.
- 85. 5 ring stainless steel gas hob with large wok ring in centre (dull and tarnished and left back ring loose).
- 86. Stainless steel extractor hood and light.
- 87. Neff built in stainless steel microwave oven with ceramic plate and 2 racks.
- 88. Neff built in stainless steel oven.

FURNITURE

- 89. Glass table with chrome legs (in need of cleaning).
- 90. 4 black and chrome chairs.

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KITCHEN (continued)

MISCELLANEOUS

91. Bucket.
92. Dustpan and brush.
93. 4 bamboo placemats (in need of a clean).
94. Chrome pan stand (greasy in need of a clean).
95. Black and beige work surface protector.
96. Cooker works chrome jug kettle.
97. Chrome utensil holder with 5 black plastic and chrome.
98. Large stainless steel pedal bin.
99. 6 white wineglasses.
100. 2 red wine glasses.
101. 2 assorted mugs.
102. 8 assorted tumblers.
103. Odd wine glass.
104. 2 wooden egg cups.
105. Glass carafe.
106. Black cafetiere.
107. Blue teapot.
108. Stainless steel butter dish and 2 small side dishes.
109. Salt-and-pepper shakers.
110. 3 tupperware bowls.
111. 4 beige cups and saucers with sugar bowl milk jug.
112. White sieve.
113. 4 large white square plates.
114. 4 small white square plates
115. 4 white bowls.
116. 4 white mugs.
117. Cookworks hand whisk.
118. 2 saucepans with lids.
119. Frying pan.
120. Bun baking tray.
121. Roasting tin.

BEDROOM

DOOR

122. White painted door with brass lever handle (edge of door chipped, and door marked on outside).

WINDOWS

123. White painted sash window.

CURTAINS

124. Bamboo style roller blind with cord pull.

CEILING

125. White painted ceiling (marked left of window, cracked above door).

WALLS

126. Magnolia painted emulsion walls (marks behind door, small circular cracks high on left wall, marks behind wardrobe, marked near window and black mark left of shelving unit).

FLOOR

127. Cream fitted carpet (in need of cleaning, blackening at edges and badly marked and shading as enter room).

HEATING

128. White radiator with thermostat control.

INVENTORY AND SCHEDULE OF PLIGHT AND CONDITION FOR:	Ref: 00000	Comments
	(continued)	Findings

BEDROOM (continued)

FRAMES

- 129. White painted doorframe (marks outside where hanging bar has been, marked and chipped).
- 130. White painted window frame.
- 131. White painted windowsill.
- 132. White painted skirting boards.

ELECTRICS

- 133. Single brass light switch.
- 134. Brass aerial socket.
- 135. 3 double brass fronted power point sockets.
- 136. Brass telephone socket.

LIGHTS

- 137. 3 white wall mounted uplighters with working light bulbs.

FURNITURE

- 138. Pine double wardrobe with matching knobs and pine hanging rail and shelf (marked on back right-hand corner, drawn on inside left wall, sticker mark on right door).
- 139. Pine and chrome leather double bedstead (leather marked on foot end).
- 140. Blue check double mattress.
- 141. Wooden dining chair.
- 142. 2 dark wood bed side units each with 3 basket drawers (tops marked and scratched).
- 143. Lights would shelving unit with 5 shelves (marked below bottom shelf).

MISCELLANEOUS

- 144. 2 dark wood bedside table lamps with cream shades and light bulbs.
- 145. Aubergine coloured decorative bed throw.

SHOWER ROOM

DOOR

- 146. White painted panelled door with brass lever handle and 5 chrome over door coat hook bar (marked on outside, marked on inside bottom panel and few dirt mark on inside).

WINDOWS

- 147. White painted obscure glass windows with white painted latches (marked and chipped).

CEILING

- 148. White painted ceiling with 2 brass surround inset spotlights with working bulbs.

WALLS

- 149. Magnolia painted emulsion walls. (few minor marks on right as enter room).
- 150. Marble effect wall tiles with a patterned border tile on bottom half of walls and all around shower unit (top of border tiles dusty).

FLOOR

- 151. Beige ceramic tiled floor (in need of cleaning).

FRAMES

- 152. White painted doorframe (marked and chipped).
- 153. White painted window frame (few marks).
- 154. White painted boxing in of pipes and skirting boards.

ELECTRICS

- 155. Fused switch.
- 156. Extractor fan.
- 157. Vanity light with shaver point.
- 158. Blank ceiling plate.

SHOWER

- 159. White surround glass shower cubicle with white panel below (edge of door dirty).
- 160. Chrome thermostat wall mounted shower with a chrome showerhead on chrome flexi hose supported by a chrome riser with chrome soap dish and a chrome hose guide).

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SHOWER ROOM (continued)

SINK

161. White sink and pedestal with 2 chrome taps and chrome plug (no plug chain, sink dirty and stained on left side).

TOILET

162. White toilet and low-level cistern with a white and chrome flush handle, dark wood toilet seat and lid (lid chipped).

MISCELLANEOUS

- 163. Wooden 3 drawer basket unit (top marked and chipped on corners).
- 164. Rectangular glass vase with artificial white roses.
- 165. Frameless square mirror.
- 166. White toilet brush and holder.
- 167. White wicker basket.
- 168. Cream and beige bath mat.

UTILITY AREA

DOOR

169. White painted door with brass lever handle (tarnished on outside and door marked and dirty).

WINDOWS

170. White painted window with white painted latch (latch peeling and tarnished and window dirty).

CEILING

171. White painted ceiling.

LIGHTS

172. Central pendant light fitting with light bulb.

WALLS

- 173. Magnolia painted emulsion walls (cracked down edges, drawing marks right of door, numerous minor marks).
- 174. Continuation of marble effect tiles with a border tile (dusty along top).

FLOOR

175. Continuation of ceramic tiled floor (in need of clean).

FRAMES

- 176. White painted doorframe (marked and chipped on top).
- 177. White painted window frame.
- 178. White painted windowsill (chipped and paint flaking).
- 179. White painted boxing in of pipes (marked and dirty).

ELECTRICS

- 180. Single light switch.
- 181. 2 single power point sockets.
- 182. Fused switch.
- 183. Jaguar boiler.

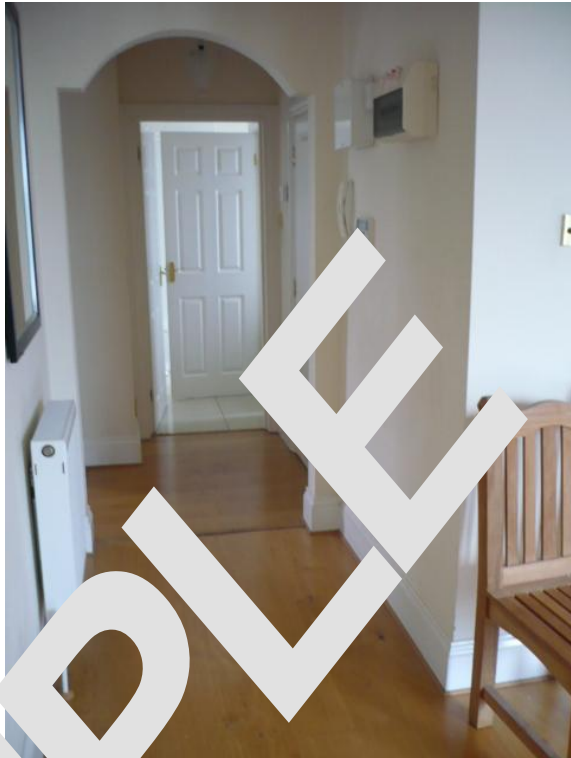
MISCELLANEOUS

- 184. Hotpoint Aquarius washing machine.
- 185. Metal ironing board with cover.
- 186. Dyson vacuum cleaner.
- 187. Grey bracket and 2 mops.
- 188. White plastic bin.
- 189. Bamboo roller blind (not fitted).

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SAMPLE



SAMPLE

