



# Sussex Inventories

## INVENTORY AND SCHEDULE OF PLIGHT AND CONDITION

FOR



### PROPERTY ADDRESS

XXXXXXXXXX

XXXXXX

XXXXXX

ON

1<sup>ST</sup> OCTOBER 2012

ON BEHALF OF

### AGENTS/LANDLORDS NAME & ADDRESS

XXXXXXXXXX

XXXXXXXX

XXXXXXXX

XXXXXX

### TELEPHONE NUMBER

*The following is an informative guide for landlords and tenants on the compilation of any inventory prepared by Sussex Inventories Limited: -*

## **DISCLAIMER**

The inventory provides a fair and accurate record of the contents of the property and the property's internal condition. The person preparing the inventory is not an expert on fabrics, woods, materials, antiques etc: nor a qualified surveyor or valuer.

The inventory should not be used as an accurate description of each and every piece of furniture and equipment, or as a structural survey report.

Property 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 or appliances will not be undertaken.

## **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, or safety of any such equipment or contents, merely a record that such items exist in the property as of the date of the inventory and the superficial condition of same.

None of the electrical or gas appliances have been checked as to working order.

Any bunk beds in the property have been checked to ascertain if they comply with "The Bunk Bed (Entrapment Hazards) Safety Regulations 1987". If not ascertained or the item does not comply, they will be marked with (++++).

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

### **Furniture and Furnishings**

Relevant furniture and furnishings, which have the appropriate label complying with the above regulations, will be shown on the inventory as "fire resistant".

In the case of any relevant furniture and furnishings where no labels are identified and the landlord has not confirmed that the items comply with the above regulations they will be marked with 4 asterisks (\*\*\*\*) on the inventory.

## **FIREGUARDS**

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

## **SMOKE DETECTORS**

It is the tenant's responsibility to inspect any smoke detector fitted in the property at regular intervals to ensure they are in full working order as per the manufacturer's instructions.

## **CHECK OUT INSPECTION AT THE END OF THE TENANCY**

It is essential that all items are returned to respective rooms as shown on the original inventory before the final check out inspection is due to be carried out, failure to do this may incur further cost

**PROPERTY SUMMARY AND UTILITY SERVICES**

<p><b>Brief description of property</b></p>	<p>1 bedroomed furnished flat on 1<sup>st</sup> floor in a fair decorative order                  The property has been cleaned to a fair domestic standard                  The carpets have been vacuumed only                  None of the electrical appliances have been checked as to working order.</p>
<p><b>Time and weather at attendance</b></p>	<p><b>Time:</b> 10am  <b>Weather:</b> Dry &amp; Overcast</p>



**Readings:** 09304

**Serial Number:**

**Location:** Lobby meter cabinet

**Electric Meter**



**Readings:** 00182

**Serial Number:** K99101974

**Location:** Outside

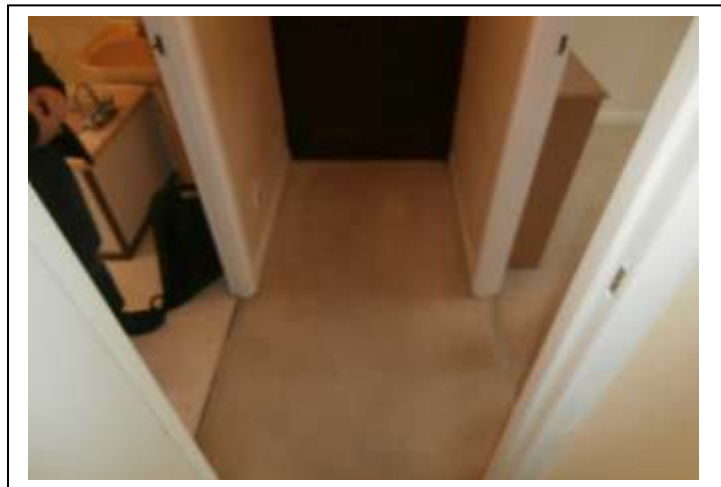
**Gas Meter**



<b>Area:</b>	<b>Amount/Type</b>
Communal Door	2 Yale
Flat Door	2 Yale
Cupboard Padlock	1 Yale style

**Keys**

## ENTRANCE & HALLWAY



ITEM	DESCRIPTION (CONDITION)	COMMENTS IN/OUT
<b>Front Door</b>	Dark wood stained panelled with 4 patterned glass panels to top, brass knocker, brass letterbox cover, brass No.98 to outside, brass plated Yale lock with brown catch to inside (various small scratch marks to outside at low level, slight white splash paint marks and spray marks and small gauge to centre, odd marks to edge, surround of lock askew) Dark wood stained doorframe	
<b>Ceiling</b>	White painted patterned artex with white plastic loft hatch, smoke alarm (grubby marks to hatch)	
<b>Lights</b>	Single pendant with white round paper shade bulb (rose over-painted)	
<b>Walls</b>	Magnolia painted emulsion with light wooden plinth with 3 brass coloured double coat hooks (1 hook broken on plinth, scuffing to mid-low level to either side, heavier by front door, patchy marks bedside light switch, screw protruding out of plinth/coat rack, old defects over-painted) Off white painted wood skirting board	
<b>Switches &amp; Sockets</b>	Single white light switch Single white power socket	
<b>Floor</b>	Cream fitted carpet (shading and wear, greyed on entrance to bathroom, bedroom and through centre, greyed to edges, light spot marks, vacuumed only)	

## BEDROOM



ITEM	DESCRIPTION (CONDITION)	COMMENTS IN/OUT
<b>Door</b>	<p>Light wood grained sapel with 2 chrome lever handles, chrome round plate to either side, brown wooden plinth with 6 brass coloured double coat hooks (plinth loose to wall still with plastic on, various white filler marks to centre at top on inside and to edge, various scratches, blackened to edges, varnish worn off in places, small chip)</p> <p>Off white painted wood doorframe with patterned glass panel above (little loose to edge)</p>	
<b>Windows</b>	<p>White UPVC with single white closure with lock (light grey staining to all of frame, little blackened in corners, light dust)</p> <p>Off white UPVC window frame (slight staining to seal, frame discoloured)</p>	
<b>Window Dressing</b>	<p>2 cream/beige patterned lined curtains on white plastic track (track slightly discoloured, fair condition, track coming away from wall to l/h side, not freshly laundered)</p> <p>Single white patterned net on white wire (greyed)</p>	
<b>Ceiling</b>	White painted patterned artex	
<b>Lights</b>	Single pendant with blue shade and bulb	
<b>Walls</b>	<p>Magnolia painted emulsion (light shading to left hand wall, patchy shade marks to r/h wall at mid level, 4 holes and 4 pin holes to r/h wall, 2 with screws, scuffed to mid-low level, heavy scuffing to l/h corner, 2 terracotta marks, track line under window, various pin holes, grubby marks, orange mark to l/h wall, tired condition)</p> <p>Off white painted wood skirting board (odd marks, discoloured along top)</p>	
<b>Switches &amp; Sockets</b>	<p>2 white single power sockets (discoloured)</p> <p>Single white light switch (discoloured)</p> <p>Telephone socket</p> <p>Television junction box (loose to wall)</p>	

ITEM	DESCRIPTION (CONDITION)	COMMENTS IN/OUT
<b>Floor</b>	Continuation of cream fitted carpet with chrome door strip (furniture marks, shaded, greyed to edges, heavy grey shading through centre, 2 cream marks on entrance, small pink and yellow mark in centre, odd light stains throughout, fair condition, vacuumed only)	
<b>Heating</b>	Single white panelled radiator with light wooden unpainted MDF radiator cover (1 end cap missing, odd marks to front, dusty to radiator, splash marks to cover at bottom)  Cream/grey Dimplex wall mounted fan heater with cord pull on white end (front slightly discoloured, dusty)	

## LOUNGE



ITEM	DESCRIPTION (CONDITION)	COMMENTS IN/OUT
<b>Door</b>	Off white painted emulsion to outside, light wood grained sapel to inside and edge with 2 chrome lever handles, 2 chrome round plates (scuffed marked inside and out, various over painted indent line marks, odd chips to outside and edges, scuff line mark to outside) Off white painted wood doorframe with patterned glass panel above (scuffed chipped to edges)	
<b>Windows</b>	White UPVC bay with 2 white closures with locks (lightly greyed to all of frame, quite heavily blackened with condensation in corners, glass little dirty outside) Single white UPVC (faint grey staining to edges, light condensation) White UPVC window frame (all with grey staining) Brown/black leather effect windowsill with light wooden trim on bay window (odd over-paint and splash marks and wear to wood) Off white painted wood windowsill	
<b>Window Dressing</b>	4 cream plastic Venetian blinds each with drawstring and plastic ends (good order) Single matching window length curtain on white plastic track (slightly creased and discoloured)	
<b>Ceiling</b>	Off white painted patterned artex with white coving (nail hole to left on entrance, greyed and cracking above bay window)	
<b>Lights</b>	Single bayonet with bulb and green/brass coloured fanned up lighter shade and bulb (shade creased and marked, dusty)	
<b>Walls</b>	Cream painted emulsion (patchy marks/scuff line marks to low level throughout, touched up marks in slightly different shade throughout, furniture marks to l/h wall, scuffing to mid level either side of small window, patchy marks, shading and scuffing to mid level, white filled holes left of kitchen, 1 picture hook, odd pin holes, 4 brass pins on facing wall, unpainted area and holes where junction box removed) Off white painted wood skirting board (scuffed and discoloured, light condensation in corners by window)	

ITEM	DESCRIPTION (CONDITION)	COMMENTS IN/OUT
<b>Switches &amp; Sockets</b>	Double white power socket, 2 single white power sockets (slightly discoloured to front) Single white light switch 2 telephone sockets Single television socket, single brown cable coming through wall and running loose to floor Cream Honeywell thermostat control (cracked through centre) 2 black Sky TV cables coming through wall and loose to floor (ends missing)	
<b>Floor</b>	Continuation of cream fitted carpet with chrome door strip (light furniture marks to carpet, shaded, some heavy grey shading to walkway and from hallway to kitchen, grey spotting/staining on entrance and leading to kitchen, small pink mark to left, heavier shading/greying to walkways, vacuumed only)	
<b>Heating</b>	Off white double panelled radiator (small light marks to top edge and front, 1 end cap missing, discoloured to edge)	



## KITCHEN



ITEM	DESCRIPTION (CONDITION)	COMMENTS IN/OUT
<b>Door</b>	<p>Light wood grained sapel with 2 chrome lever handles, 2 chrome round plates to either side (chrome slightly tarnished and marked, various black grubby marks to outside and to edge, paint marks to inside, worn and faded, long scratch mark to outside, worn and faded)</p> <p>Off white painted wood door frame with patterned glass panel above (glass slightly yellowed, odd marks, light knot marks)</p>	
<b>Windows</b>	<p>White UPVC with single white closure with lock and key (frames greyed and discoloured, glass dirty outside, water marked inside, little grubby around closures)</p> <p>White UPVC window frame (seal discoloured and grubby/dirty to inside)</p> <p>Beige mottled ceramic tiled windowsill (1 tile cracked, grouting missing in places)</p>	
<b>Window Dressing</b>	White metal track (little discoloured)	
<b>Ceiling</b>	Off white patterned artex	
<b>Lights</b>	Single white light with tube and clear plastic cover (1 end cap missing and discoloured, dead flies inside)	
<b>Walls</b>	<p>Magnolia painted emulsion with cream mottled patterned ceramic tiles around work surface, beige mottled 6 ceramic tiles behind oven (sticky marks to tiles below boiler, odd sealer marks, 1 white sticky hook and sticky remains to tiles below heating control, sticky remains on tiles above oven, light splash and run marks to wall on corner right of oven, paint cracking above oven, scuff marks behind door, light greasy spot marks to wall left of fridge, unpainted are around central heating control where changed)</p> <p>Off white painted wood skirting board (marked)</p>	
<b>Switches &amp; Sockets</b>	<p>Single power socket, double power socket, single cooker socket and switch (all slightly discoloured)</p> <p>Single white light switch</p> <p>Single fuse switch</p>	

ITEM	DESCRIPTION (CONDITION)	COMMENTS IN/OUT
<b>Floor</b>	Beige mottled effect vinyl with chrome door strip (slight ridge mark on entrance and indented, round damage hole behind freezer with 3 brown marks, tear in left of fridge, odd light scuff mark, small round light indent marks through walkways and on entrance, dirty/grubby beside freezer, oven and grubby around other appliances)	
<b>Kitchen Units</b>	White MDF carcasses with light wooden grained trims with grey mottled Formica fronts, dark brown grained Formica work surface with single chrome joining strip, dark brown cork trims to bottom of units (units all showing wear and age slight cracking to inside in places, sealer around work surface cracking and missing in places, various marks, marks to shelves and drawers, odd dirty marks to edges of odd door and drawers, odd sticky mark to work surface)	
<b>Wall Units</b>	2 single cupboards (stained inside)	
<b>Tall Units</b>	Single cupboard with 1 door and 1 pull-up door, inside 5 single shelves (6 nails holes to side, some touch up paint and blue tack to front, cracking to MDF/laminate on side)	
<b>Floor Units</b>	2 single cupboards, 3 drawers (worn and marked inside)	
<b>Appliances</b>	<p>White Zanussi freezer, inside 3 clear plastic drawer fronts (yellow sticker to front, crack to handle, slightly used condition, grubby marks to outside of door and handle, odd food remain to inside, requires defrosting)</p> <p>White Fridgemaster fridge, inside 3 door compartments, 2 white grilled shelves, clear plastic salad box and glass tray shelf, clear plastic fronted freezer compartment lid (fair condition, door rubber discoloured/grubby, stained and split, freezer compartment heavily iced up, door to freezer broken to 1 end)</p> <p>White Candy washing machine (scratch to front, dispenser soiled)</p> <p>White unnamed extractor hood with pull-up glass panel (no filter, discolouring around controls, dusty to top, glass greasy, aged appearance)</p> <p>White Belling electric oven with 6 white round controls, grill compartment and oven compartment, inside grill single chrome grilled tray, grill pan and tray, inside oven 2 chrome grilled shelves, sitting on dark brown cork panel (bottom sticky and greasy, browned around rings, light run mark to inside of glass door, light carbon remains to bottom inside, coating below controls starting to rust – requires additional cleaning)</p>	
<b>Sink</b>	Stainless steel sink and drainer with chrome mixer tap (scratched and faded, heavy to bowl, browned around soak away, scaling to drainer and around taps)	
<b>Misc.</b>	<p>White Wickes RWB9 CW central heating timer control</p> <p>White Baxi wall mounted boiler (sticker mark to front, smeared to front)</p> <p>Wooden plinth with 3 brown tea towel suckers attached to unit beside cooker (worn)</p>	

## BATHROOM



ITEM	DESCRIPTION (CONDITION)	COMMENTS IN/OUT
<b>Door</b>	Light wood grained sapel with 2 chrome lever handles, chrome plate to outside, black lock to inside (small off white plastic hook to inside at top with odd paint marks and blackened to edge, white paint marks to outside, faded and worn)  Off white painted wood door frame with patterned glass panel above (glass slightly yellowed)	
<b>Windows</b>	White UPVC with single white closure with lock (cap covering screws missing on right of closure, closure very loose, frame little discoloured, light chip to coating on closure, light condensation to edges, little dusty and grubby to bottom and edges)  White UPVC window frame (lightly discoloured)  Beige ceramic tiled windowsill	
<b>Ceiling</b>	Off white patterned artex (newly painted by window, faint condensation showing above bath)	
<b>Lights</b>	Single white round fitting with white round glass globe shade and bulb (paint cracking, debris to shade)	
<b>Walls</b>	Light yellow painted emulsion with beige/brown patterned ceramic tiles around bath area and hand basin (emulsion looks recently painted over old light defects, tiles in a good to fair condition white plastic cup hook with tieback for shower curtain right of window)  Off white painted wood skirting board (condensation behind toilet, little discoloured/dirty by toilet)	
<b>Switches &amp; Sockets</b>	Single white ceiling rose with cord pull with white plastic end (rose over-painted, cord slightly browned)	
<b>Floor</b>	Cream/beige mottled vinyl with chrome door strip (heavy grey water damage running along edge to bath, bubbled and lifting to corners of bath, seal to edge little discoloured, ridged by toilet, seal to edge by bath lifting and discoloured, tired condition)	
<b>Heating</b>	Single off white panelled radiator (scuffed and scratched to top, discoloured to fittings)	

ITEM	DESCRIPTION (CONDITION)	COMMENTS IN/OUT
<b>Bath</b>	Light pink plastic with 2 chrome bar handles, chrome mixer tap with chrome flex and shower head, chain and plug, magnolia painted hardboard bath panel with dark wooden trim (soak away slightly scaled, seal around edge of bath slightly messy, scuffing and run marks to side and end panel)	
<b>Sink</b>	Terracotta coloured ceramic basin and pedestal with 2 chrome/brown taps with chain and plug (white staining around soak away and around taps with over-paint, seal to back slightly cracking, otherwise clean)	
<b>Toilet</b>	Terracotta matching cistern and pan with chrome flush, pine varnished seat and lid (scratch line mark to top of toilet seat lid, top of pan dirty, pan stained, water marking to underside of seat, requires additional cleaning)	
<b>Shower</b>	Chrome inset shower unit into panel with chrome shower head, white shower rail with white shower curtain with white rings (chrome lightly mottled and water marked, light staining to bottom of curtain)	
<b>Built-in Cupboard</b>	Light wood grained sapel with 2 chrome lever handles, chrome round plate either side (over-paint to edge on inside, white plastic coated hook to top on outside, water marked to outside), inside yellow lagged water tank sitting on white painted wooden shelf, 2 light wood MDF shelves, light wood slatted shelf (slight debris to shelf where tank is, walls all slightly marked, staining/dirty to floor)	
<b>Misc.</b>	White metal towel rail (coming away from wall on r/h side) Oval shaped mirror attached to wall (slightly silvered to edges, dusty) Cream plastic toilet roll holder (dusty) Pine effect MDF medicine cabinet with 2 mirrored sliding doors with brass round handles; inside single shelf (odd light over-paint to wood, white staining to selves inside, glass smeared)	

<b>COMMUNAL HALL</b>
----------------------

ITEM	DESCRIPTION (CONDITION)	COMMENTS IN/OUT
<b>Cupboard</b>	White painted wooden panelled door with black latch with padlock, inside 2 cardboard boxes, 2 old curtain poles, odd materials, white dehumidifier (walls heavily marked and dusty and grubby, untidy)	

PICTURES



Hob



Grill Compartment



Main Oven Compartment



Kitchen Sink



Freezer Compartment



Oven Door