



Check-in Report

Date: 1st May 2010

Address: Sample Check-in, Sample Rd, London



Agent:



- ✓ Saturday, Sunday and evening appointments
- ✓ 48 hour service
- ✓ View your property online
- ✓ All reports with colour photographs
- ✓ Experienced and knowledgeable clerks



Table of Contents

General Summary of Condition.....	2
Cleaning Summary	2
Utilities and keys.....	2
Supporting documents.....	4
Entrance and Lobby.....	5
Hallway	7
Bathroom.....	9
Bedroom Two	11
Bedroom One	13
En-suite	15
Patio	17
Kitchen/Reception.....	18
Appliances	21
Terms and Conditions.....	23




General Summary of Condition

Decorative order	Generally good order
Walls	Generally good order Some odd rubs and scuffs
Floors	Very light wear to main tread areas
Contents	Generally good order
Appliances	Extractor fan does not appear to work, 1 x bulb not working
Lights	6 x not working

Cleaning Summary

Carpets	Not fully clean to bedroom one as noted
Windows	Glazing not clean to exterior
Bathroom	No scale seen
Appliances	All clean
General cleanliness	Professionally cleaned but carpets require further attention

Utilities and Keys

Utility	Location	Serial number	Reading
Gas	Built-in cupboard in entrance hallway	S01277609610	22183.493
Electricity	Built-in cupboard in hallway	S89A17718	54182.75 Amount £2.12 in credit
Keys	Description	Action	Photo
1 x set	Consisting: 2 x chrome JMA 1 x chrome Banham	Collected from and returned to Marsh & Parsons, Holland Park	

Supporting Documents

This report has been carried out referring to a copy of the **INVENTORY MAKE AND CHECK-IN** carried out by Howerd dated 1st April 2008. The **CHECK IN REPORT** serves to highlight any differences from this report and as such, any items not mentioned retain the same condition as at Inventory.

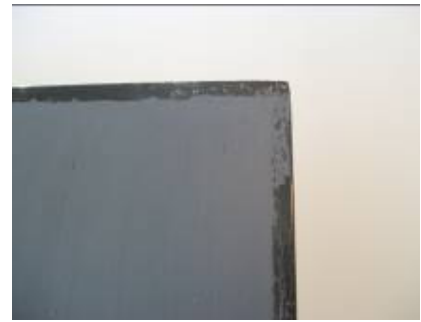
Entrance and Lobby



Lobby view one



Lobby view two



Black paint marks to door



Chip to ceiling



Paint bubbling to wall



Scuffs to skirting



Mould to under-pavement cupboard

<input type="checkbox"/>	Entrance and Lobby	Check-in
	Door and frame	As per inventory Black paint marks to left top and on right hand angles exterior door
	Door fixtures	As per inventory All brass tarnished
	Ceiling	As per inventory
	Lights	As per inventory All working



□	Entrance and Lobby	Check-in
	Walls	As per inventory Small patch of scuff marks and drip marks low level forward of entry Finger marks around light switch Paint bubbling to top right hand corner of door wall
	Switches & sockets	As per inventory
	Woodwork	As per inventory Odd minor rub or scuff
	Floor	As per inventory Some discolouration to grout
	Heating	As per inventory
	Built-in storage	As per inventory Right hand door of unit opposite entry rubs on centre door Mould to interior of under-pavement cupboard
	Contents	As per inventory
	Additional contents	2 x black and chrome folding chairs 1 x white laminate set of shelves to 2 x shelves to interior – light use marked throughout 1 x dark wood set of six cubby holes Assorted DIY items
	Cleanliness	Professionally cleaned

Hallway



Hallway view one



Hallway view two



Chip to door frame



Heat shading to wall



Large chip to skirting



Paint mark to radiator



Washing machine soap tray



Washing machine seal

	Hallway	Check-in
□	Door and frame	As per inventory Chip on angle to exterior frame right hand side low level Chips to base of exterior door left hand side Adhesive pad to interior door below lock
	Door fixtures	As per inventory Lightly tarnished
	Ceiling	As per inventory



□	Hallway	Check-in
	Lights	As per inventory All working
	Walls	As per inventory Heat shading above radiator Paint bubbling low level door wall right of entry Scuff marks mid level left hand wall forward of entry Yellow paint mark to beam above bathroom door 2 x circular scuff marks high level opposite bedroom one door
	Switches & sockets	As per inventory Dimmer switch on entry makes buzzing sound
	Woodwork	As per inventory Chips on angles to skirting left of bathroom
	Floor	As per inventory Slight gapping to boards Odd light use mark
	Heating	As per inventory White paint mark to top centre of radiator
	Built-in storage	As per inventory Chip on angle to exterior door low level left hand side Chip to interior door right hand side low level Rub and scuff marks to interior throughout
	Contents	As per inventory
	Additional contents	1 x Morphy Richards vacuum cleaner – not tested Red plastic mop and bucket Hotpoint washer/dryer – soap tray and seal clean, tested for power Wall mounted white plastic smoke alarm – not tested
	Cleanliness	Professionally cleaned



Bathroom



Bathroom view one



Bathroom view two



Handle loose



Burn mark to cabinet door



Burn mark to cabinet frame

<input type="checkbox"/>	Bathroom	Check-in
	Door and frame	As per inventory Chips to base of exterior door Finger marked around handle to interior door
	Door fixtures	As per inventory Interior handle slightly loose
	Ceiling	As per inventory
	Lights	As per inventory 1 x under medicine cabinet not working
	Walls	As per inventory
	Switches & sockets	As per inventory Good order
	Floor	As per inventory
	Heating	As per inventory Good order
	Shower and screen	As per inventory
	Toilet	As per inventory



□	Bathroom	Check-in
	Washbasin	As per inventory Pop up plug not seen
	Built-in storage	As per inventory Some mirroring to base of mirrored doors Burn mark to base of interior door and shelf of centre medicine cabinet
	Contents	As per inventory
	Additional contents	none
	Cleanliness	Professionally cleaned

Bedroom One (single)



Bedroom two view one



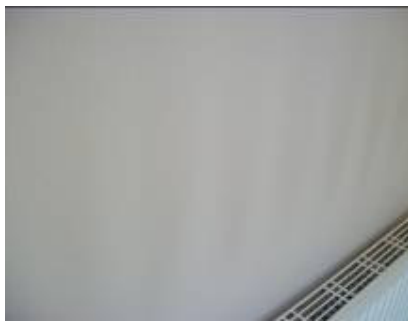
Bedroom two view two



Paint mark to door handle



Patchiness to ceiling paint



Heat shading to wall



Power socket not flush on wall



Dust to radiator



Chips to window frame

	Bedroom one	Check-in
☐	Door and frame	As per inventory Chip on angle to exterior frame left hand side low level Scuff marks to exterior door left hand side below handle Door base rubs on carpet
	Door fixtures	As per inventory White paint mark to interior handle
	Ceiling	As per inventory Some patchiness to left hand side around chimney breast



□	Bedroom one	Check-in
	Lights	As per inventory Shade slightly dusty Working order
	Walls	As per inventory Heat shading above radiator
	Switches & sockets	As per inventory Power socket on left hand wall not fully flush
	Woodwork	As per inventory Odd scattered rub or scuff
	Floor	As per inventory
	Heating	As per inventory Green paint marks to top right hand corner Dusty
	Windows and frames	As per inventory Glazing not clean to exterior Handle to top opener loose Chips on angles to right hand frame high level
	Curtains and blinds	As per inventory
	Built-in storage	As per inventory Light use marks to interior of wardrobe Scuff mark to right hand wardrobe door by handle
	Contents	As per inventory
	Cleanliness	Professionally cleaned



Bedroom Two



Bedroom one view one



Bedroom one view two



Finger marks to door



Stain to carpet



Carpet not fully clean



Mould to curtain

<input type="checkbox"/>	Bedroom two	Check-in
	Door and frame	As per inventory Scuff marks to exterior door low level left hand side and to centre Chips to base of interior door right hand side
	Door fixtures	As per inventory Lightly paint marked
	Ceiling	As per inventory
	Lights	As per inventory 1 x bulb not working
	Walls	As per inventory



□	Bedroom two	Check-in
	Switches & sockets	As per inventory
	Woodwork	As per inventory Chips on angles to skirting forward of entry
	Floor	As per inventory A number of large yellow stains forward of patio doors Not fully clean
	Heating	As per inventory Odd scattered scuff mark to front
	Windows and frames	As per inventory Handle loose to right hand window
	Curtains and blinds	As per inventory Mould spots to base of both curtains
	Built-in storage	As per inventory Good order
	Contents	As per inventory and bed not seen 2 x large chrome padlocks – no key seen
	Cleanliness	Professionally cleaned



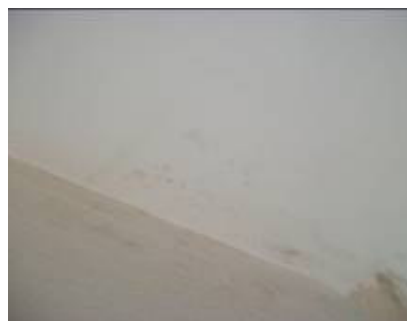
En-suite



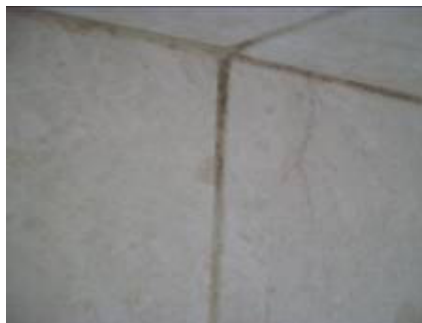
En-suite view one



En-suite view two



Mould spot marks to ceiling



Grouting discoloured



Chips to wall around door



Socket streaky



Mould to sealant

□	En-suite	Check-in
	Door and frame	As per inventory Drip marks to both exterior doors low level to centre Odd scuff mark to base to left hand interior door
	Door fixtures	As per inventory
	Ceiling	As per inventory Some small mould spots above entry
	Lights	As per inventory All working



□	En-suite	Check-in
	Walls	As per inventory Some discoloration to grout to shower area Patchiness to paintwork high level on door and right hand wall
	Switches & sockets	As per inventory Slightly streaky
	Floor	As per inventory Good order
	Heating	As per inventory Good order
	Shower and screen	As per inventory
	Toilet	As per inventory Seat slightly loose
	Washbasin	As per inventory Large crack to sealant on join with wall
	Built-in storage	As per inventory Some silvering to base of mirrored doors Ring marks and light scratches to shelf above washbasin
	Cleanliness	Professionally cleaned



Patio



Patio view one



Patio view two



Chip to door handle

<input type="checkbox"/>	Patio	Check-in
	Door and frame	As per inventory Glazing not clean to exterior Black rub marks to frame and doors Exterior doors grubby
	Door fixtures	As per inventory Chips to exterior handle
	General description	Small decked area to rear of property accessed from bedroom one
	Contents	As per inventory
	Additional Items	1 x gas barbeque – in use order Assorted builders rubbish
	Tidiness	Leaf litter throughout Moss to decking



Kitchen/Reception



Reception view one



Reception view two



Kitchen view one



Kitchen view two



Scuff marks to wall



Patchiness to wall



Black mark to



Spot marks to dining chair



Spot marks to rug



□	Kitchen/ Reception	Check-in
	Door and frame	To kitchen area: As per inventory Scratch marks to exterior door right hand side mid level To reception area: As per inventory Rub mark to exterior frame left hand side mid level
	Door fixtures	To kitchen area: As per inventory To reception area: As per inventory
	Ceiling	As per inventory
	Lights	As per inventory 4 x bulbs not working
	Walls	As per inventory To door wall: 2 x brass picture hooks 2 x white plastic picture hooks Large scuff mark to low level left of radiator Heat shading above radiator To facing wall: 3 x white plastic picture hooks 1 x painted over nail Odd rub or scuff mark to low level Patchiness to paint work in bottom right hand corner
	Switches & sockets	As per inventory
	Woodwork	As per inventory Odd scattered chip on angle to top Odd scattered rub or scuff mark
	Floor	As per inventory Light use marks to main tread areas 1 x small patch of black scuff marks to right hand side of kitchen area
	Heating	As per inventory White paint marks to base right hand side
	Windows and frames	As per inventory Glazing not clean to exterior Paint cracking and chipped to centre sill
	Curtains and blinds	As per inventory
	Wall units	As per inventory Left hand glazed unit rubs on fridge housing Door above oven rubs on oven



□	Kitchen/ Reception	Check-in
	Base units	As per inventory Ring marks and light use marks to interior of cabinet below sink
	Drawer units	As per inventory Light use marks to interior
	Work surfaces	As per inventory
	Sink and taps	As per inventory Light use and scratch marks to interior
	Contents	As per inventory and 1 x medium wood coffee table – chips on angles to all legs 1 x matching medium wood dining table – light use marks to top 4 x light wood and white suede dining chairs - scattered spot marks and light wear to all seating areas 1 x beige rug – heavily spot marked and in use order
	Additional contents	1 x white Cookworks toaster – not tested
	Cleanliness	Professionally cleaned



Kitchen Appliances



Dishwasher



Fridge



Freezer



Hob



Tarnishing to hob



Oven



Extractor

<input type="checkbox"/>	Appliances	Check-in
	Dishwasher	As per inventory Tested for power
	Fridge	As per inventory Tested for power
	Freezer	As per inventory Tested for power
	Hob	As per inventory Tarnishing to burners and trivets All burners working



□	Appliances	Check-in
	Oven	As per inventory Tested for power
	Extractor	As per inventory 1 x bulb not working Does not appear to work



Terms and Conditions

1. GREEN KITE PROPERTY SERVICES (GKPS) covers the property only to the extent that the condition of the premises permits. It only extends to the parts of the premises that are readily accessible. All other parts of the premises i.e. attics, garages, lofts and communal areas that are not relevant to the inventory, are specifically excluded.
2. Unless the Inventory is carried out in daylight hours, the exterior and belongings will not have been inspected.
3. If a garden needs inspecting GKPS will endeavour to mention plants and shrubs however GKPS considers plants to be perishable.
4. Lighting, electrical appliances, machinery and other similar items will be tested where practical, and in any event for power supply only. Burglar alarms and panic alarms are not tested.
5. Carpets, rugs and other floor coverings have been inspected to the extent that they are sufficiently clean so that stains and markings, including burns and other damage can be readily identified.
6. Unless otherwise stated in writing, items in boxes, plastic sacks and other containers are assumed to be awaiting removal and are specifically excluded from the inventory.
7. All items are described only so that they can be identified. Sizes of objects are given only as approximate and are purely an aid for identification.
8. It should be noted that the compiler of this report is not an expert in fabrics, woods, materials, antiques, etc and not a qualified surveyor. This inventory should not in any way be used as a report for valuation purposes for the premises and its contents or as a structural survey report.
9. Every effort has been made to carefully check the property and its contents, however, GKPS representative cannot move extremely heavy Contents, nor can we undertake to attempt entry to inaccessible places. Our clerks will not report on areas such as overcrowded drawers & cupboards.
10. The GKPS representative is not aware of recently bought items. New is only stated if the item is still within packaging. This inventory has been compiled on the basis that, unless otherwise stated, an item is free from visible soiling, defects or damage.
11. Newspapers, magazines, perishables, houseplants are not included unless specifically requested. Books, compact discs, DVD's, videotapes and other similar items will not be listed individually but will be stated as 'collections'.