



Inventory Make and Check-in Report

Date: 8th April 2010

Address: Sample inventory, Sample Street, London



Agent:



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




General Summary of Condition

Decorative order	Generally in good order
Walls	Good order
Floors	Wood flooring has surface scratching and heel indentations throughout
Contents	In good order with some chipping to crockery
Appliances	Good order
Lights	All working

Cleaning Summary

Carpets	Appear clean
Windows	Not clean to exterior but to interior
Bathroom	Clean to a good level with some light lime scaling to jets in Jacuzzi bathtub
Appliances	All clean apart from washing machine
General cleanliness	Professionally cleaned

Utilities and Keys

Utility	Location	Serial number	Reading
Gas	In cupboard at basement of property exterior	964873S	9025.8
Electricity	In cupboard at basement of property exterior	L86A08873	39264.7
Keys	Description	Action	Photo
1 x set	Comprising of: 2 x gold Chubb 1 x silver Yale	Collected and returned to Marsh & Parsons, Chelsea	



Entrance and Hallway



Entrance and hallway



Paint defect to edge of door panel



Chip to paint on door panel near Chubb lock



Chipping to paint on exterior door frame mid-level



Heel indentations to floor

□	Entrance and Hallway	Description	Check in
1.	Door and frame	White painted wooden door and frame.	Some old defects underneath with chipping to paint edge on door frame exterior left hand side Defects to paint around edges of door panel along with some light rub and scuff marks to low level Chip to paint right hand side to exterior door panel near Chubb lock
2.	Door fixtures	All brass comprising of: 1 x number 3 1 x centrally mounted door knob 2 x Chubb lock surrounds 1 x two plate peg clothes hook 1 x painted over bolt to centre of interior door panel 1 x further Chubb lock surround to interior low level	All brass is lightly tarnished and scratched with interior Chubb lock surround having white paint marks surrounding and not sitting flush to wall with top screw slightly protruding



3.	Ceiling	White painted	Some light defects and flakes to paint forward of entry around light fittings and brass ceiling mounted vent otherwise good order
4.	Lights	2 x white recessed spotlights	Good order and working
5.	Walls	White painted	Good order
6.	Switches & sockets	All brass comprising of: 2 x single light switches 1 x wall mounted double plug socket	Lightly tarnished with surface scratching
7.	Woodwork	White painted wooden skirting	Good order
8.	Floor	Light wood laminate	Heal indentations and surface scratching throughout otherwise clean
9.	Heating	White painted metal radiator	Good order but 1 x end cap missing
10.	Contents	1 x plastic fire alarm 1 x ceiling mounted brass vent 1 x wall mounted fuse box 1 x white plastic wall mounted entry phone 1 x grey thermostat 1 x wall mounted BT Redcare plastic wire box 1 x white aerial cable fixed to wall right of entry	Not tested Lightly tarnished but in good order Good order
11.	Cleanliness	Professionally cleaned	



Bathroom



Bathroom



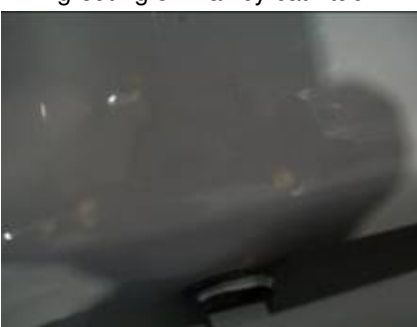
2x fitment holes with rawl plugs to grouting on wall by bath tub



Mould spot marks to sealant around bath tub



Mould spots to sealant behind mixer tap on washbasin



Small chips to toilet behind seat hinges

<input type="checkbox"/>	Bathroom	Description	Check in
12.	Door and frame	White painted wooden door and frame	Some light chipping to low level door panel edge and door frame slightly rubs to low level along floor otherwise good order
13.	Door fixtures	2 x brass door handles with brass twist lock to interior	Brass lightly tarnished and scratched
14.	Ceiling	White painted	Good order
15.	Lights	2 x large white plastic recess spotlights	Good order and working
16.	Walls	Light grey tiled with black diamond border to mid level	Good order but with 2 x green rawl plugs to grouting right of toilet above chrome towel rail
17.	Switches & sockets	1 x white plastic shaver socket 1 x white plastic pull cord with white acorn	Good order Some light discoloration to pull cord and acorn
18.	Woodwork	White painted wooden skirt	Good order



19.	Floor	White tiled with small black diamond inserts	Some light surface scratching and light discoloration to grouting otherwise good order
20.	Heating	1 x small floor mounted chrome towel rail	Some light surface scratching and tarnishing to chrome at low level downpipes otherwise good order
21.	Bath and taps	1 x grey corner mounted plastic Jacuzzi style bath tub with grey plastic jets 1 x chrome mixer tap with pop-up plug with control to plug side mounted	Some surface scratching to base of bath with some light lime scaling around water jets Some signs of mould spot marks to sealant around bath top Bath kickboard to front is loose and is coming away from tub
22.	Shower and screen	All fixtures chrome comprising of: 1 x shower riser 1 x microphone showerhead with hose 1 x wall mounted double tap control unit with surround 1 x silver aluminum shower curtain rail with white shower curtain	Hose is lightly tarnished otherwise in good order Good order and shower curtain appears new
23.	Toilet	1 x grey porcelain toilet with matching black plastic seat and lid	Toilet is in good order and clean although some chips to cistern behind toilet seat left hand side
24.	Washbasin	1 x large grey porcelain wash basin with centrally mounted chrome mix tap and pop-up plug	Various small chips along with scratching to left hand side and right hand side of base of basin along with some mould spot marks to ceiling behind mixer tap



25.	Contents	<p>1 x wall mounted mirror fronted two door medicine cabinet comprising of 3 x white wood laminate shelves to interior</p> <p>1 x wall mounted chrome towel ring</p> <p>1 x wall mounted white painted wooden hatch with chrome pull</p> <p>1 x further small white painted wooden hatch with chrome pull</p> <p>1 x wall mounted two tier chrome wire bottle holder</p> <p>1 x wall mounted double bar chrome towel rail</p> <p>2 x wall mounted single chrome towel hooks</p> <p>1 x wall mounted chrome framed mirror</p>	<p>Good order although all shelves have light usage marks to interior</p> <p>1 x screw missing to bottom of bracket</p> <p>Hatch is in used order with cracking to paint low level with old defects underneath throughout</p> <p>Chrome pull is lightly tarnished and woodwork has old defects underneath throughout</p> <p>Fitment screws are rusting to top</p> <p>Good order</p> <p>Good order</p> <p>Some light tarnishing to mirror at edges otherwise generally in good order</p>
26.	Cleanliness	Professionally cleaned	

Bedroom One



Bedroom 1



Tarnishing to brass wall vent



Tarnishing to brass twist lock on window frame



Cracking to top of skirt right of entry

	Bedroom One	Description	Check in
27.	Door and frame	White painted wooden door and frame	Some old defects underneath throughout otherwise good order
28.	Door fixtures	2 x brass door handles with 1 x two peg clothes brass hook to interior door panel high level	All brass lightly tarnished with some light surface scratching
29.	Ceiling	White painted with central circular ceiling rose	Some faint paint marks to ceiling rose and to ceiling above window otherwise good order
30.	Lights	1 x white plastic pendulum	Light fitting good order and working No shade seen
31.	Walls	Cream painted	Some light indentations to wall left of entry caused by door handle otherwise good order



32.	Switches & sockets	All brass comprising of: 1 x single light switch 1 x double aerial socket 3 x double plug sockets 1 x white plastic phone socket	Brass lightly tarnished otherwise good order Good order
33.	Woodwork	White painted wooden skirting	Some cracking to top right of entry below window frame otherwise good order
34.	Floor	Cream carpet	Good order
35.	Heating	1 x small white painted metal radiator	Slightly dusty to top otherwise good order
36.	Windows and frames	1 x white aluminum frame comprising of 2 x glazed panels	Frame has some dark shading to top along with some light surface scratches
		1 x white painted wood sash window frame with 2 x glazed panels and 1 x brass twist lock to centre along with 2 x brass pull handles to low level	All brass is heavily tarnished Window frame has x 2 small fitment holes to low level centre and glazing is not clean to interior or exterior
37.	Curtains and blinds	1 x cream linen folding blind with white string pull with chrome acorn	Slightly dusty to top otherwise good order
38.	Built-in storage	1 x white painted wooden cupboard with 2 x brass door handles Interior comprises of boiler and pipe work	Interior is in use order and undecorated
39.	Contents	1 x BTISDN2E white plastic modem to wall	
		1 x brass wall mounted vent	Heavily tarnished
40.	Cleanliness	1 x brown aerial cable	Protruding from wall
		Professionally cleaned	



Bedroom Two



Bedroom 2



Tarnishing to high level wall vent



Light purple mark to curtain



Bubbling to curtain lining



Brown discoloration to window frame low level

<input type="checkbox"/>	Bedroom Two	Description	Check in
41.	Door and frame	White painted wooden door and frame	Some old defects underneath and bottom of door panel slightly rubs on carpet otherwise generally in good order
42.	Door fixtures	2 x brass door handles with Chubb lock to low level 1 x double peg clothes hook	Brass is lightly tarnished but in good order Heavily tarnished and scratched
43.	Ceiling	White painted ceiling with centrally mounted circular ceiling rose	Covered over settlement crack to left of ceiling rose otherwise in good order
44.	Lights	1 x white plastic pendulum light with no shade	Good order and working
45.	Walls	Cream painted	Good order
46.	Switches & sockets	All brass comprising of: 4 x double plug sockets 1 x single light switch 1 x double aerial socket 1 white plastic phone socket	All lightly tarnished otherwise good order Good order



47.	Woodwork	White painted wood skirting	Some old defects underneath throughout and cracking to top below mid level mounted brass wall vent
48.	Floor	Cream carpet	Good order
49.	Heating	White painted metal radiator	Good order
50.	Windows and frames	<p>2 x sections each comprising of:</p> <p>1 x white metal outer frame comprising of 2 x large glazed panels with 2 x small glazed panels to top</p> <p>1 x white painted wooden window frame comprising of 2 x large opening door-style frames to low level comprising of 4 x glazed panels with 2 x smaller glazed panels above with one opening section</p> <p>1 x large low level frame comprises of: 1 x centrally mounted twist lock with 2 x brass brackets, 4 x metal bolt locks (2 x to high level, 2 x to low level)</p> <p>Small opening frame to top has brass bar opener</p>	<p>Frame has some dark shading to edges and left hand side door panel edge has 3 x fitment holes to right hand side outer frame with 4 x fitment holes to left hand side of outer frame</p> <p>White locks are lightly paint marked with brass twist lock to centre heavily tarnished</p> <p>Heavily tarnished</p> <p>Glazing appears clean to interior but not to exterior Frame has some old defects underneath with some light brown discoloration to low level</p>
51.	Curtains and blinds	<p>2 x full length cream lined curtains each on chrome curtain rail</p> <p>4 x white net curtains on white plastic runner</p>	<p>Lining is bubbling to all curtains with 1 x curtain to each set having large light purple watermark to lining</p> <p>Good order</p>
52.	Contents	<p>1 x high level mounted small brass wall vent</p> <p>1 x mid level wall mounted small brass wall vent</p>	<p>Wall vent to high level is heavily tarnished with brass vent to mid level lightly tarnished with some light white paint spot marks</p>
53.	Cleanliness	Professionally cleaned	

Reception Room



Reception room



Fireplace



Chipping to paint on fireplace surround left hand side



Dark shading to fireplace surround



Light surface scratches to fireplace hearth



Heavy tarnishing to back of fireplace behind fire basket



Patch of black scuff marks to floor right of entry



Small marks to bottom of net curtain



Faint shading to curtain lining to right hand side window frame

	Reception room	Description	Check in
54.	Door and frame	White painted wooden door and frame	Some light scuffs to exterior frame mid level to left and right hand side otherwise good order
55.	Door fixtures	2 x brass door handles	Scatched and lightly tarnished throughout
56.	Ceiling	White painted with central decorative ceiling rose	Good order



□	Reception room	Description	Check in
57.	Lights	1 x white plastic pendulum light, no shade 3 x white plastic recessed eyeball socket light fitments	All lights good order and working
58.	Walls	Cream painted	Good order
59.	Switches & sockets	All brass comprising of: 1 x triple dimmer switch 4 x double plug sockets 1 x double aerial socket 1 x white plastic telephone socket	All lightly scratched and tarnished otherwise good order Crack to top and slightly grubby
60.	Woodwork	White painted wooden skirting	In order
61.	Floor	Continuation of hallway flooring	Surface scratching with light heel indentations throughout with heavy patch of black scuffing to right of entry and forward of second window frame but generally in use order
62.	Heating	White painted metal radiator	Good order
63.	Windows and frames	2 x sections each comprising of: 1 x white metal outer frame comprising of: 2 x large glazed panels with 2 x small glazed panels to top 1 x white painted wooden window frame comprising of: 2 x large opening door-style frames to low level comprising of: 4 x glazed panels with 2 x smaller glazed panels above with one opening section 1 x large low level frame comprises of: 1 x centrally mounted twist lock with 2 x brass brackets 4 x metal bolt locks, 2 x to high level, 2 x to low level Small opening frame to top has brass bar opener	All white bolt locks have some white paint marks to edges with centrally mounted brass twist locks being heavily tarnished Black seal on left hand side window frame to outer metal frame is slightly loose to mid level Glazing to wooden frame appears clean to interior but not to exterior



□	Reception room	Description	Check in
64.	Curtains and blinds	2 x full length cream lined curtains each on chrome curtain rail 4 x white net curtains on white plastic runner	Creasing throughout curtain linings with some faint shading to lining to second curtain on left hand side window frame Good order although right hand side net curtain to second window frame has some markings to bottom corner
65.	Fireplace	1 x white painted decorative mantel and surround with light grey marble hearth and inner surround with black iron fire basket with decorative panel to top to centre	Surround has some light chipping to paint low level and some dark shading to ledges particularly around wooden border above fire basket Marble inner surround has yellow adhesive marks to left hand side edge mid to low level with marble hearth being heavily scratched Iron fire basket and surround is in heavy use order and dusty to top
66.	Contents	1 x black and silver flat screen television 1 x dark brown 3 x seater sofa with built in back and seat cushions 1 x brass skirting mounted door stop with black rubber end cap 1 x dark wood TV cabinet with 2 x drawers to front and 1 x long mid level shelf to interior 1 x TV aerial wire to left of entry 1 x high level wall mounted small brass vent	Paint marks Doors are slightly loose with top surface having light surface scratching throughout Tarnished throughout
67.	Cleanliness	Professionally cleaned with some light omissions	



Kitchen



Kitchen



Scratch mark to floor on entry



Un-painted section of wall behind fridge



Chip to interior back board of cupboard above oven



Warping and peeling to laminate edge at base of unit below sink



Adhesive mark to bottom of draw unit left of hob



Brown discoloration to waste in sink

	Kitchen	Description	Check in
68.	Door and frame	White painted wooden door and frame	Some old defects underneath otherwise in good order Door panel slightly rubs to floor at low level
69.	Door fixtures	2 x brass door handles	Tarnished and scratched throughout



70.	Ceiling	White painted	Good order
71.	Lights	3 x white plastic recess eyeball socket lights	Good order and working
72.	Walls	Cream painted Granite tiled	Good order although wall behind fridge is undecorated Gap to grouting right of entry and to behind hob
73.	Switches and sockets	All white plastic comprising of: 1 x single light switch 2 x fuse switches 6 x double plug sockets	Good order
74.	Woodwork	White painted wooden skirting	Some old defects underneath otherwise good order
75.	Floor	Cream tiled	Scratch from door panel on entry with discoloration to grouting throughout with some further light surface scratching
76.	Wall units	9 x white painted wooden wall units each with matching white and silver plastic pull with white wood laminate interiors	Interiors are in use order with large chip to back board of first wall unit cupboard above oven
77.	Base units	6 x base units to match wall units	All units are in used order to interior particularly below sink where shelf edges are warping and laminate is peeling
78.	Drawer units	4 x draw units to match base units	All interiors are in use order with adhesive mark to interior of draw unit left of hob Door pulls are lightly paint marked to edges
79.	Work surfaces	Dark laminate granite effect	Some light surface scratching with chip to paint on white metal join covers
80.	Sink and taps	Stainless steel one and a half sink with drainage area 2 x chrome waste 2 x chrome waste guards 1 x centrally mounted stainless steel mixer tap	Stainless steel finish has some light surface scratching throughout with both wastes having brown discoloration to surface
81.	Built in storage	2 x white painted wooden shelves above oven 1 x wardrobe style cupboard to right of entry with 2 x white painted wooden doors and 1 x high level shelf to interior	Some old defects underneath throughout with trim to bottom shelf coming loose Interior is in use order with backing board loose



82.	Contents	<p>2 x black porcelain beakers</p> <p>1 x light blue breakfast bowl</p> <p>6 x small white porcelain coffee cups</p> <p>6 x larger porcelain coffee cups</p> <p>2 x light blue dinner plates</p> <p>3 x white porcelain bowls</p> <p>1 x small porcelain plate</p> <p>1 x medium porcelain plate</p> <p>1 x glass chopping board with chop/cut/slice design to boarder</p> <p>1 x bowl with approximately thirty keys to interior</p> <p>Assorted cleaning products</p> <p>1 x white plastic and turquoise Micromark iron</p> <p>Assorted light bulbs</p> <p>1 x black wire crockery dryer</p> <p>Assorted pots and pans</p> <p>1 x chrome two slice toaster</p> <p>Assorted appliance manuals</p> <p>3 x stainless steel knives</p> <p>2 x stainless steel forks</p> <p>4 x stainless steel tablespoons</p> <p>1 x stainless steel teaspoon</p> <p>1 x black plastic ladle</p> <p>1 x wall mounted white plastic Expelair wall vent with white pull cord</p> <p>1 x wall mounted white painted wooden hatch with white plastic pull to centre</p>	<p>Small chips to edges</p> <p>Each with one large chip to edge</p> <p>Not cleaned</p> <p>In use order</p> <p>Not fully cleaned</p> <p>Not fully cleaned</p> <p>Not fully cleaned</p> <p>Not fully cleaned</p> <p>Vent is dusty throughout</p> <p>Bottom of frame and pull is grubby</p>
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83.	Cleanliness	Professionally cleaned	
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Kitchen Appliances



Wising machine



Tarnishing to washing machine seal



Dishwasher



Extractor (1x light not working)



Hob



Microwave



Oven



Fridge



Freezer



Boiler



□	Appliances	Description	Check in
84.	Washing machine	1 x white plastic Zanussi turbo dry	Not fully clean with some light soiling to seal and soap tray
85.	Dishwasher	1 x brushed stainless steel John Lewis dishwasher with 2 x grey crockery trays with 1 x cutlery basket to interior	Some light surface scratching to exterior although appears clean to interior Tested for power only
86.	Fridge	1 x white Indesit fridge comprising of: 3 x glass shelves to interior 2 x plastic salad crispers to low level 3 x door shelves (one with cover)	Appears new and in good condition with appliance manual to interior Tested for power only
87.	Freezer	1 x Indesit freezer comprising of: 3 x interior draws	Appears new and in good order although adhesive sticker to front
88.	Hob	1 x white Firenzi hob comprising of: 4 x burners 2 x trivets 4 x side mounted plastic operation dials	Igniter button missing cap and unable to light front two burners Light burnt on grease to trivets with some light tarnishing to burners
89.	Oven	1 x brushed stainless steel Micromark oven comprising of: 2 x chrome wire shelves to interior with 1 x black oven tray with chrome inserts centre	Oven is in very good order and appears professionally cleaned to interior Tested for power only
90.	Extractor	1 x white metal white painted wooden fronted Phillips extractor	Some discoloration to covers over lights and control panel with left hand side light not working and plastic cover missing Tested for power only
91.	Microwave	1 x white plastic Igenix	Good order Appears new with manual to interior Tested for power only
92.	Boiler (located in bedroom one)	1 x white Valiant	Slightly grubby around control panel Tested for power only



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'.