


Gold Star Inventory
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CHECK OUT

Ref: 00000



Property address	Any address
Property Description	2 bedroom Unfurnished Flat
Prepared on behalf of	
Date of inspection	Any date
Property inspector	Any clerk
Tenants Present	No



GOLD STAR INVENTORY LTD
 Registered in UK, no. 07991832
 Watt Court, Multi Way, W3 7NX

TABLE OF CONTENTS	
CONTENTS PAGE	2
DISCLAIMER AND GENERAL GUIDELINES	3-4
REPORT INFORMATION	4
METER READINGS	5
KEYS	6
SCHEDULE OF CONDITION	7
ENTRANCE AND HALLWAY	8-9
KITCHEN	10
APPLIANCES	11-12
BATHROOM	13-14
BEDROOM ONE	15
RECEPTION	16
BEDROOM TWO	17-18
ADDITIONAL PHOTOS	19
DECLARATION	20

DISCLAIMER AND GENERAL GUIDELINES

- This inventory report is a description of contents and condition of the property at the time of the inspection. The clerk that has compiled this inventory is not an expert on materials, woods, fabrics or antiques, and they are not a qualified surveyor or undertaking a valuation of the property.
- This report is not a structural survey report, but a compiled list of all furnishings. This report relates only to furniture, furnishings and landlords equipment. It is not a guarantee or safety record for these contents, just the fact that these items were present at the time of the inspection.
- No heavy items such as beds, wardrobes and appliances will be moved by our staff. All areas that require being included in the inventory should be made ready for clerk prior to arrival.
- Items in boxes, bags or containers are assumed to be awaiting removal from the property, and unless informed by the landlord these areas will not be inspected.
- Items in locked rooms or inaccessible areas will not be inspected. Items that are left in lofts, cellars, garages and sheds are the sole responsibility of the landlord. These items will not be included in the inventory unless advised by the landlord.
- Our clerks are not aware of newly purchased items. The term new will only be used if such items are in their unopened packaging.
- Newspapers, magazines, perishables, plants, videos cassettes, DVD's, CDs and books and other similar items will not be listed individually, but as collections. These areas however will be photographed.
- It is the landlord's responsibility to have smoke alarms fitted and tenant's responsibility to check they all work. These devises along with carbon monoxide detectors and alarms will not be tested by our staff.
- No gas or electrical appliances have been tested as to working order.
- All items are described so that they can be easily identifiable at the checkout. References to colour, shape and size are approximate and purely to aid identification.
- Where the report states "Fire Label seen", this should not be interpreted to mean that the item complies with the "Furniture & Furnishings" (Fire) (Safety) (Amendments) 1993. It is a record that the item had a label as described or similar to that detailed, in the guide "Furniture & Furnishings"(Fire) (Safety) Regulations as published by Department of Trade Industry, January 1997 (or subsequent edition) attached at the time the report was compiled. It is not a statement that the item can be considered to comply with the regulations.
- This report does not constitute a contract or an offer.
- We have taken great care to ensure the accuracy of this report, but it is the responsibility of both landlord and tenant to read this report carefully, and to inform **GOLD STAR INVENTORY** of any amendments or changes that need to be made within 10 days of receiving this report. If we do not hear from you, either by email or telephone, then the report will be deemed as accepted by all parties.
- No changes to the report can be made after this time. If changes are required, an addendum must be created and signed by the landlord and tenant. This document will then be used along with the Inventory to complete the check in/out.

DISCLAIMER AND GENERAL GUIDELINES

Guidance notes during the tenancy

- Tenants are advised to consult the agent/landlord before making any decorative changes to the property, including putting up pictures and installing cable or satellite TV. Charges may occur if any areas are damaged.
- It is the tenant's responsibility to keep the property in good clean condition abiding by the contract signed with the agent/landlord throughout the tenancy.

Guidance notes for the Check Out

- At the end of the tenancy, all personal items must be removed from the property and the property, including outside areas must be cleaned ready for the check-out inspection.
- If the tenant has not completely vacated, personal items still remain, or the end of tenancy clean has not been carried out, the check-out inspection may be cancelled. This may incur further charges.
- All items of furniture and contents must be returned to the positions listed on the original inventory, including any items that were stored away and not used during the tenancy. Failure to do this may incur further charges.
- If the property was professionally cleaned at the start of the tenancy, it is strongly advised that property is professionally cleaned at the end of the tenancy by a professional cleaning company. Failure to do this may incur further charges.
- All keys including copies made must be handed back to the agent/landlord or check-out inspector at the check-out appointment. If tenants still hold keys, the check-out inspection may be cancelled and this may incur further charges.
- Any damages, dilapidations or missing items may incur charges.
- If items are replaced, tenants are advised to consult the agent/landlord by email and make them aware of such changes. The landlord/agent should then advise the checkout clerk before or at the appointment of the checkout.
- Tenants are advised to retain copies of all emails and communications with the landlord/agent for future reference.
- Tenants are advised that the utility bills must be settled and paid, and accounts closed if the utilities were in their name at the end of the tenancy. If the utilities were in the landlords name throughout the tenancy they should consult the landlord regarding actions to be taken in this matter.

REPORT INFORMATION



Abbreviations in this report

- **FWT:** Fair wear and tear - Conditions or damages caused by general usage.
- **TT:** Tenant liability - Conditions or damages caused by the tenant.
- **LL:** Landlords attention - Conditions or damages to be maintained by the landlord.
- **✓** Description of item - Conditions and cleanliness are as per supporting document.

METER READINGS

ELECTRICITY		PHOTO
Lower Reading: Normal Reading: Serial: Location:	31092 72330 84226395 Hallway cupboard.	
GAS		PHOTO
Reading: Serial: Location:	57455 27335S Hallway cupboard	
WATER		PHOTO
Reading: Serial: Location:		Not Located

KEYS

MAIN KEYS		PHOTO
<p>Description:</p> <p>Action:</p>	<p>6 Chubb. 6 Yale.</p> <p>Handed back from the tenant. Returned to Dexter's</p>	
OTHER KEYS		PHOTO
<p>Description:</p> <p>Action:</p>	<p>2 Chubb. 2 Yale which are the management keys</p> <p>Returned to Dexter's</p>	

SUPPORTING DOCUMENTS

- **Report:** An Inventory And Check In
- **Provided by:** Any company
- **Dated:** Any date

NB: All items and comments are as per supporting documents unless detailed in this report
This report must be read with the supporting document.

SCHEDULE OF CONDITION

ITEM	CONDITION	COMMENT
DECORATIVE CONDITION:	Good order.	
OVERALL CLEANLINESS:	Clean to a very good standard.	But kitchen floors, bathroom floors are sticky. Also it is a bit dusty around the back of the toilet.
DOORS	Good order.	A few chips.
WINDOWS	Good order.	Are clean.
CURTAINS & BLINDS	Good order.	Are clean.
CEILING	Good order.	Patchy marks in the bathroom.
LIGHTS	Good order.	All working.
WALLS	Good order.	Minor marks.
FLOORS & CARPETS	Fair order.	Sticky to the bathroom and kitchen. Needs a further light clean.
HEATING	Good order.	Not tested.
SOCKETS & SWITCHES	Good order.	Not tested.
WOODWORK	Good condition.	Occasional chips. Some fair wear and tear.
CUPBOARDS	Used order.	Usage marks to the interior. Some fair wear and tear.
BATHROOM SUITE	Fair order.	Bit of mould around the back of the bath sealant. Bit dusty around the back of the toilet. Chipped to the toilet seat. Otherwise all clean.
KITCHEN SUITE	Good order.	All generally clean. Just the floor is sticky.
APPLIANCES	Good order.	All clean. Possibly a new refrigeration has been installed.
MISCELLANEOUS ITEMS	Good order.	

ADDITIONAL COMMENTS

- Cleanliness at the check in was professionally cleaned. Cleanliness at the checkout was clean to a high standard although sticky to the floors in the kitchen, dusty behind the toilet.
- All keys have been returned
- The floor in the kitchen and bathroom needs a light further clean.

ENTRANCE AND HALLWAY



REF	ITEM	CONDITION AT CHECK IN	CONDITION AT CHECK OUT	LIABILITY
1.	DOOR	As per supporting document	Occasional marks and scuffs mainly to the exterior. Large chip to the interior caused by the cupboard door handle which appears old.	FWT FWT
2.	CEILING	As per supporting document	✓	FWT
3.	CURTAINS	As per supporting document	A drip mark to the bottom.	FWT
4.	LIGHTS	As per supporting document	All working. ✓	FWT
5.	WALLS	As per supporting document	Occasional marks mid low levels.	FWT
6.	FLOOR	As per supporting document	Sticky. 1 or 2 white marks on entry. Need a light further clean.	TT
7.	HEATING	As per supporting document	Good order. Not tested.	FWT
8.	WOODWORK	As per supporting document	Chips. Occasional old defects under	FWT

ENTRANCE AND HALLWAY

REF	ITEM	DESCRIPTION	CONDITION AT CHECK OUT	LIABILITY
9.	SOCKETS & SWITCHES	As per supporting document	✓	FWT
10.	CUPBOARDS	As per supporting document	Light marks to the interior walls.	FWT
11.	MISC ITEMS	Cleaning products.	Not seen.	TT
12.		Dustpan and brush.	Not seen.	TT
13.		Smoke detector.	Not tested.	FWT

KITCHEN



REF	ITEM	CONDITION AT CHECK IN	CONDITION AT CHECK OUT	LIABILITY
14.	DOOR	As per supporting document	A few marks but generally good order.	FWT
15.	CEILING	As per supporting document	Good order. ✓	FWT
16.	WINDOWS	As per supporting document	Clean. Good order.	FWT
17.	LIGHTS	As per supporting document	All working	FWT
18.	WALLS	As per supporting document	Occasional marks mid low levels	FWT
19.	FLOOR	As per supporting document	Floors are sticky. Need a light further clean.	TT
20.	WOODWORK	As per supporting document	Old defects under.	FWT
21.	SOCKETS & SWITCHES	As per supporting document	Good order. ✓	FWT
22.	SINK UNIT	As per supporting document	Clean. Good order.	FWT
23.	WORKTOP	As per supporting document	Minor usage marks.	FWT
24.	UNITS	As per supporting document	Minor usage marks.	FWT

APPLIANCES

Fridge	Freezer	Washing machine
		
Hob	Oven	Extractor fan
		

REF	ITEM	CONDITION AT CHECK IN	CONDITION AT CHECK OUT	LIABILITY
25.	FRIDGE	As per supporting document	The fridge has been replaced. It was an Indesit fridge which is now not seen. Now seen as a Curry's fridge. Fridge has 3 glass shelves. 1 salad crisper. 3 door shelves. Clean. Tested and working.	FWT
26.	FREEZER	As per supporting document	The freezer has been replaced. It was an Indesit freezer which is now not seen. Now seen as a Curry's freezer. Freezer has 3 plastic pull out drawers. In very good condition Clean. Tested and working.	FWT
27.	HOB	As per supporting document	Carbon marks. 1 of the controls is lifting to the top but appears in working order.	FWT FWT

APPLIANCES

REF	ITEM	DESCRIPTION	CONDITION AT CHECK OUT	LIABILITY
28.	OVEN	As per supporting document	Clean. Tested and working.	FWT
29.	EXTRACTOR	As per supporting document	Clean. Tested and working.	FWT
30.	WASHING MACHINE	As per supporting document	Light mould to interior surrounds. Light soil to the soap dish.	TT
31.	BOILER	As per supporting document	Good order. Clean.	FWT

BATHROOM



REF	ITEM	CONDITION AT CHECK IN	CONDITION AT CHECK OUT	LIABILITY
32.	DOOR	As per supporting document	Tarnished to the interior. 1 key seen in situ.	FWT
33.	CEILING	As per supporting document	There is patchy paintwork or patchy marks above the bath area Lights are all working.	LL
34.	WINDOWS	As per supporting document	Clean.	FWT
35.	WALLS	As per supporting document	Occasional marks mid low levels.	FWT
36.	FLOOR	As per supporting document	Floors are a bit sticky. Light marks. Could do with a light further cleaning	TT
37.	HEATING	As per supporting document	Good order.	FWT
38.	WOODWORK	As per supporting document	✓	FWT
39.	SOCKETS & SWITCHES	As per supporting document	Good order. ✓	FWT
40.	SINK	As per supporting document	Clean. ✓	FWT

BATHROOM

REF	ITEM	DESCRIPTION	CONDITION AT CHECK OUT	LIABILITY
41.	TOILET	As per supporting document	Clean. ✓ The flush is a little bit loose.	LL
42.	BATH	As per supporting document	Clean. ✓ A few marks around the back of the bath ceiling to the grouting	FWT
43.	MISC ITEMS	Medicine cabinet.	Light usage marks.	FWT

BEDROOM ONE

View 1	View 2	View 3
		
Cupboards	Floor	Ceiling
		

REF	ITEM	CONDITION AT CHECK IN	CONDITION AT CHECK OUT	LIABILITY
44.	DOOR	As per supporting document	Good order. ✓	FWT
45.	CEILING	As per supporting document	Good order. ✓	FWT
46.	WINDOWS	As per supporting document	Clean. Good order. ✓	FWT
47.	CURTAINS	As per supporting document	Clean. Good order. ✓	FWT
48.	LIGHTS	As per supporting document	Are all working.	FWT
49.	WALLS	As per supporting document	Mid low level marks on the left wall. Occasional marks mid low levels.	TT
50.	FLOOR	As per supporting document	Minor usage marks.	FWT
51.	HEATING	As per supporting document	Good order. Not fully tested.	FWT
52.	WOODWORK	As per supporting document	Old defects. Few chips.	FWT
53.	SOCKETS & SWITCHES	As per supporting document	Not fully tested.	FWT
54.	CUPBOARDS	As per supporting document	Marks to interior walls. Chips to the doors.	FWT

RECEPTION



REF	ITEM	CONDITION AT CHECK IN	CONDITION AT CHECK OUT	LIABILITY
55.	CEILING	As per supporting document	Good order. ✓	FWT
56.	WINDOWS	As per supporting document	Clean. Light marks to the exterior.	FWT
57.	CURTAINS	As per supporting document	Clean. Good order.	FWT
58.	LIGHTS	As per supporting document	Tested and working.	FWT
59.	WALLS	As per supporting document	Good condition throughout. Stress cracks seen. But generally good order.	FWT
60.	FLOOR	As per supporting document	Occasional minor scuff marks throughout. Splash marks at centre.	FWT
61.	HEATING	As per supporting document	Good order. Not tested.	FWT
62.	SOCKETS & SWITCHES	As per supporting document	Good order. Not fully tested.	FWT
63.	FIREPLACE	As per supporting document	Good condition. Clean. No longer in use.	FWT
64.	MISC ITEMS	A cable running through the room	Loosely hanging left side for the telephone.	LL

BEDROOM TWO






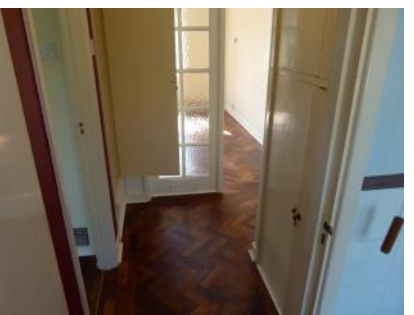
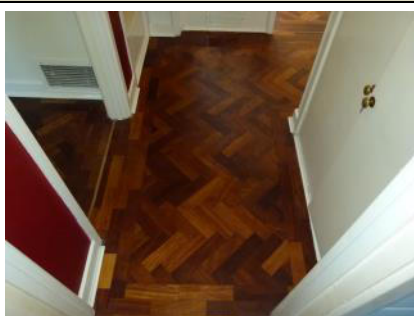

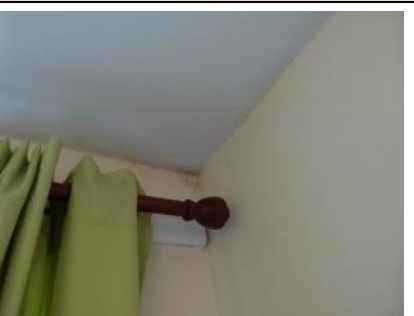





REF	ITEM	CONDITION AT CHECK IN	CONDITION AT CHECK OUT	LIABILITY
65.	DOOR	As per supporting document	Door scrapes along the carpet.	FWT
66.	CEILING	As per supporting document	A few marks near the light fitting.	FWT
67.	WINDOWS	As per supporting document	All clean.	FWT
68.	CURTAINS	As per supporting document	Clean. Good order.	FWT
69.	LIGHTS	As per supporting document	Tested and working.	FWT
70.	WALLS	As per supporting document	Small marks on the left side wall. Otherwise good order.	FWT
71.	FLOOR	As per supporting document	Furniture indentations but generally clean throughout. Good order.	FWT
72.	HEATING	As per supporting document	Good order. Not tested.	FWT
73.	WOODWORK	As per supporting document	Light marks.	FWT

BEDROOM TWO

REF	ITEM	DESCRIPTION	CONDITION AT CHECK OUT	LIABILITY
74.	SOCKETS & SWITCHES	As per supporting document	All are in good condition. Not fully tested.	FWT
75.	CUPBOARDS	As per supporting document	Light usage to interior.	FWT
76.	MISC ITEMS	As per inventory	✓	FWT

ADDITIONAL PHOTOS

Garage	Garage	Garage
		
Hob control lifting	Light mould to sealant	Back hall
		
Back hall floor	Marked floor	Marked ceiling
		
Light mould to sealant	Marked floor	Soiled tray
		

DECLARATION

Please carefully check the accuracy and content of this report prior to signing below.
Gold Star Inventory Ltd or the managing agent cannot be held responsible for any errors or omissions after Ten days of this report being created.

I, the undersigned, have read and examined this document, and agree that the content and additional written comments are correct.

Tenant/tenants representative

Signature _____ Print Name _____
Date _____

Landlord/Landlords representative

Signature _____ Print Name _____
Date _____
