

SMART Inventory: In-going Report

Property Address	1 Any Street, Any Town
Inventory Date	02/12/2010
Report Reference	Ref: 0212101
Prepared By	A Surveyor



Surveyor Company Details

eTech Office

Important Information

What is a SMART Inventory Report?

This **SMART Inventory In-going Report** provides a fair, objective and impartial record of the general condition of the contents of the Property as well as its internal condition at the outset of the lease of the Property.

What are the benefits of using this Report?

The importance of a professional inventory and statement of condition cannot be underestimated. Government advice indicates that Inventories and statements of condition are “strongly recommended” as a means to reduce dispute about the deposit at the end of a tenancy. It is in the Tenant’s interests to carefully check this **SMART Inventory In-going Report** and to highlight any discrepancies as soon as possible and in any event no later than one week after this **SMART Inventory In-going Report** is completed. Any outstanding discrepancies found at the end of the tenancy will be highlighted in a **SMART Inventory Out-going Report** and may affect the retention or release of the tenancy deposit.

Is the Report aimed at the Landlord or the Tenant?

Because the **SMART Inventory In-going Report** is objective and carried out by an independent Inventory Provider, it may be relied upon and used by the Landlord, the Tenant and Letting Agent.

What does this Report tell you?

This **SMART Inventory In-going Report** provides a clear and easy to follow statement of condition for each of the main elements of the property on a room by room basis, together with its contents if appropriate. This report comments on and highlights defects or aspects of poor condition that have been identified by the Inventory Provider. Defects in condition will either be described in the narrative of the report or evidenced in the photographs included in the report. **Please Note: where no comment on the condition of an element or item of contents is made by the Inventory Provider, the element or item is taken to be in good condition and without defect.**

What does this report not tell you?

Whilst every effort is made to ensure objectivity and accuracy, this **SMART Inventory In-going Report** provides no guarantee of the adequacy, compliance with standards or safety of any contents or equipment. This report will provide a record that such items exist in the property as at the date of the **SMART Inventory In-going Report** and the superficial condition of same. This report is not a building survey, a structural survey or a valuation, will not necessarily mention structural defects and does not give any advice on the cost of any repair work, or the types of repair which should be used.

What is inspected and not inspected?

The Inventory Provider carries out a visual inspection of the inside of the main building together with any contents and will carry out a general inspection of the remainder of the building including the exterior cosmetic elements and any permanent outbuildings. For properties let on an unfurnished basis, the inspection will include floor coverings, curtains, curtain tracks, blinds and kitchen appliances if appropriate, but will exclude other contents. Gardens and their contents will be inspected and reported upon. The inspection is ‘non-invasive’. This means that the Inventory Provider does not take up carpets, floor coverings or floor boards, move large items of furniture, test services, remove secured panels or undo electrical fittings. Especially valuable contents such as antiques, personal items or items of jewellery are excluded from this report. Kitchenware will be inspected but individual items will not be condition rated. Common parts in relation to flats, exterior structural elements of the main building and the structure of any outbuildings will not be inspected. Roof spaces and cellars are not inspected. Areas which are locked or where full access is not possible, for example, attics or excessively full cupboards or outbuildings are not inspected.

1. Inventory Summary

Property occupied	No
Property furnished	Yes
Property type	Purpose built flat
Floor location	1

2. Meter Readings

Electricity Reading	Reading: 20696 Location: In garage
Gas Reading	Reading: 03419 Location: in an external meter box
Water Reading	Meter unidentifiable to building Stopcock location: N/A



Electricity meter



Gas meter

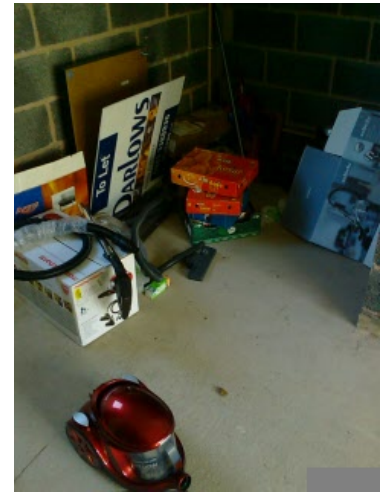
3. Building Photos



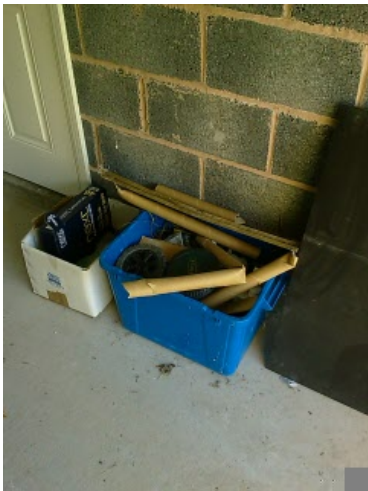
Front of building



Rear of building



Caerleon



Garage

4.0 Living Room

4.1 Living Room Wall	Wall finish	Plaster (magnolia painted) Wall finish - dented (behind door) Wall finish - marked (lightly)
	Skirting type and finish	Wooden - White Painted
4.2 Floors & Ceilings	Flooring Type	Fitted carpet (Cream cord)
	Ceiling Finish	Plaster (white painted)
4.3 Living Room Window	Window type	Casement
	Window frame	uPVC
	Window sill	Wooden - White Painted
	Window glass type	Double Glazed
	Window glass finish	Clear
	Window dressings or features	Blind (Cream pleated) Blind (adjuster cord)



Living Room Wall



Living Room Wall



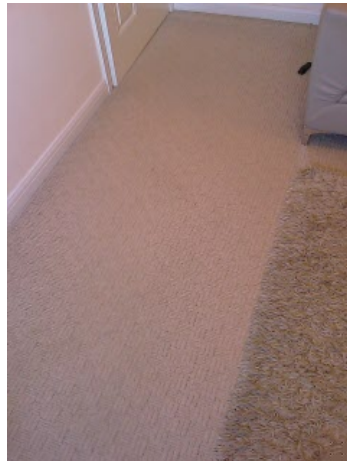
Living Room Wall
Wall finish - dented (behind door)



Living Room Wall
Wall finish - marked (lightly to left of window)



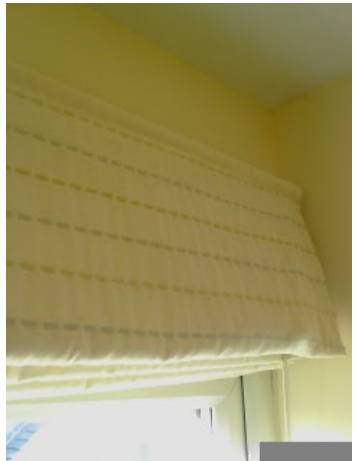
Flooring



Flooring



Living Room Window



Living Room Window
Blind (Cream pleated)

4.4 Contents, Fixtures & Fittings	Light brown leather sofa	
--	--------------------------	--

Light brown leather reclining chair	
Brown shag pile rug	
Glass and chrome dining table	
Black leather dining chairs(x4)	
Black vase	
Glass tall vase	
Glass and chrome coffee table	
Desk lamp	
Coloured canvas(x4)	
Glass bowl	
Tall lamp	
Pendant light (Paper shade)(x2)	
Wall clock	
Radiators(x2)	



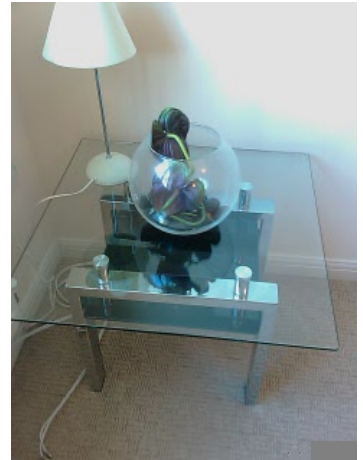
Light brown leather sofa



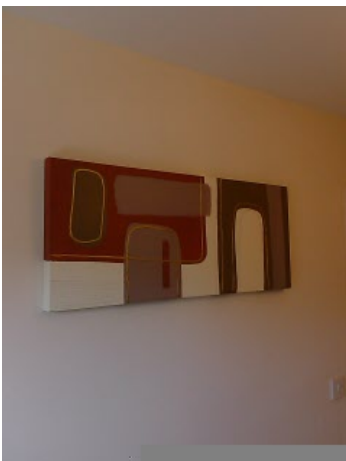
Light brown leather reclining chair,
Brown shag pile rug



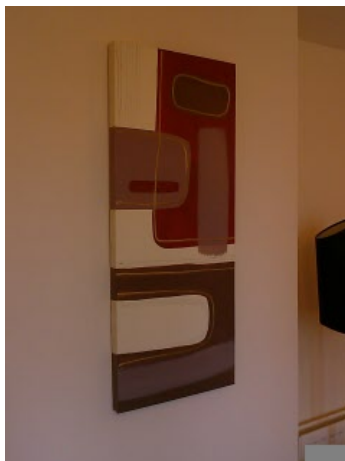
Glass and chrome dining table,
Black leather dining chairs



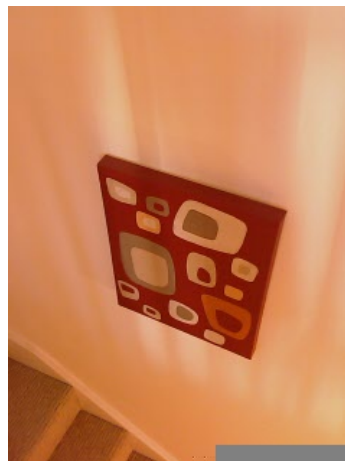
Glass and chrome coffee table,
Desk lamp, Glass bowl



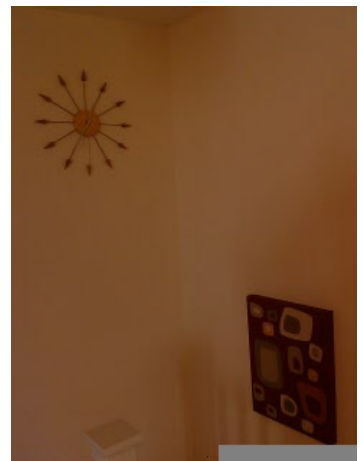
Coloured canvas



Coloured canvas



Coloured canvas



Coloured canvas, Wall clock

5.0 Kitchen

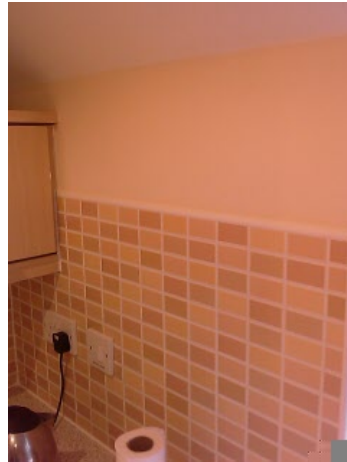
5.1 Kitchen Walls	Wall finish	Plaster (magnolia painted) Tiled (Mixed terracota coloured)
	Skirting type and finish	Wooden - White Painted
5.2 Floors & Ceilings	Flooring Type	Wood effect vinyl
	Ceiling Finish	Plaster (white painted) Ceiling finish - marked (lightly)
5.3 Kitchen Window	Window type	Casement
	Window frame	uPVC
	Window sill	Ceramic Tiles
	Window glass type	Double Glazed
	Window glass finish	Clear
	Window dressings or features	Blind (Metallic horizontal) Blind (adjuster cord) Blind (adjuster rod)



Kitchen Walls



Kitchen Walls



Kitchen Walls



Flooring



Kitchen Window

5.4 Contents, Fixtures & Fittings	Kitchen Cupboards	Colour: Beech.
	Work surface	Colour: Cream effect.
	Double Oven	Manufacturer: Hotpoint.

Gas Hob	Manufacturer: Hotpoint.
Extractor hood	Manufacturer: Hotpoint.
Sink unit	
Washing machine	Manufacturer: Indesit.
Integrated Fridge Freezer	
Toaster	Manufacturer: Sabichi.
Knife block	
Kitchen utensils	
Coffee, tea and sugar pots	
Salt and pepper mills	
Kettle	Manufacturer: Sabichi.
Pan set(x8)	
Colander	
Serving bowls(x2)	
Glasses(x8)	
Wine glasses(x4)	
Mugs(x8)	
Plates(x8)	
Bowls(x4)	
Place mats and coasters(x5)	
Glass ware(x3)	
Pedal bin	
Spotlights(x3)	



Kitchen Cupboards



Kitchen Cupboards



Washing machine



Washing machine tray



Washing machine seal



Double Oven



Gas Hob



Integrated Fridge Freezer



Integrated Fridge Freezer



Kettle



Toaster



Coffee, tea and sugar pots



Kitchen utensils



Kitchen utensils



Plates, Bowls, Glasses, Wine glasses, Mugs



Serving bowls



Glass ware



Pedal bin

6.0 Bedroom 1

6.1 Bedroom 1 Door	Door type	Single Leaf
	Door finish	Wooden (Painted) <i>Door finish - marked (lightly)</i>
	Door frame	Wooden (Painted)

Additional door features	Chrome handle
--------------------------	---------------

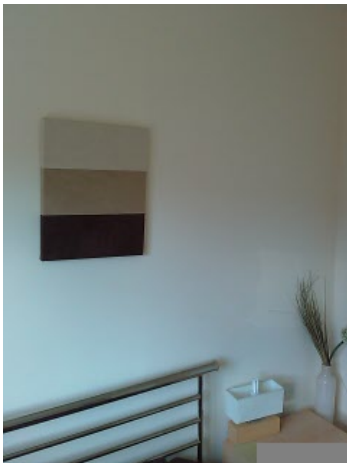
6.2 Bedroom 1 Walls	Wall finish	Plaster (magnolia painted) <i>Wall finish - Paint touched up (in places)</i>
	Skirting type and finish	Wooden - White Painted

6.3 Floors & Ceilings	Flooring Type	Fitted carpet (Cream cord)
	Ceiling Finish	Plaster (white painted)

6.4 Bedroom 1 Window	Window type	Casement
	Window frame	uPVC
	Window sill	Wooden - White Painted
	Window glass type	Double Glazed
	Window glass finish	Clear
	Window dressings or features	Blind (Cream pleated) Blind (adjuster cord)



Bedroom 1 Door
Door finish - marked (lightly)



Bedroom 1 Walls



Bedroom 1 Walls



Bedroom 1 Walls
Wall finish - Paint touched up (opposite bed)



Bedroom 1 Walls

Wall finish - Paint touched up (in corner left of window)



Flooring



Bedroom 1 Window

6.5

Contents, Fixtures & Fittings

Metal framed double bed	
Mattress w/ sheet	
Purple satin throw	
Purple satin cushions(x2)	
Drawers(x3)	
Vase(x2)	
Suede pictures(x4)	
Wardrobe - fitted	
Bedside lamp	
Pendant light (Paper shade)	



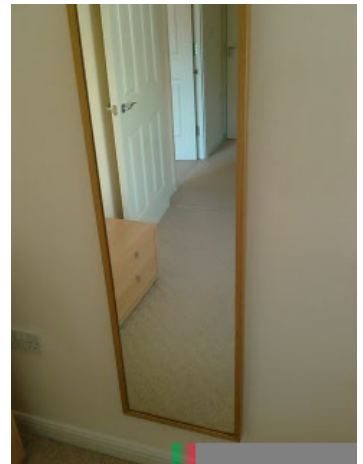
Metal framed double bed



Mattress w/ sheet



Drawers, Vase



Wall mirror



Drawers Bedside lamp



Wardrobe - fitted



Wardrobe - fitted



Suede pictures



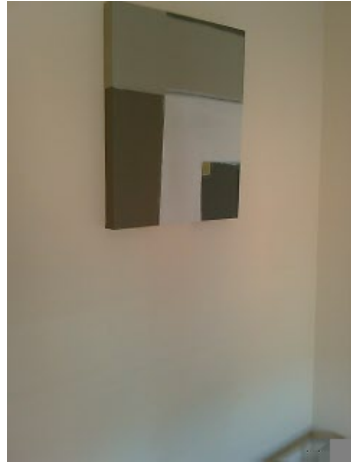
Suede pictures

7.0 Bedroom 2

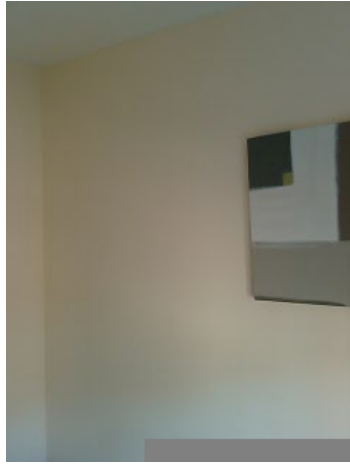
7.1	Bedroom 2 Door	Door type	Single Leaf
		Door finish	Wooden (Painted) <i>Door finish - chipped (above handle)</i>
		Door frame	Wooden (Painted)
		Additional door features	Chrome handle
7.2	Bedroom 2 Walls	Wall finish	Plaster (magnolia painted) <i>Wall finish - marked (lightly)</i>
		Skirting type and finish	Wooden - White Painted
7.3	Floors & Ceilings	Flooring Type	Fitted carpet (Cream cord) <i>Flooring - marked (lightly)</i>
		Ceiling Finish	Plaster (white painted)
7.4	Bedroom 2 Window	Window type	Casement
		Window frame	uPVC
		Window sill	Wooden - White Painted
		Window glass type	Double Glazed
		Window glass finish	Clear
		Window dressings or features	Blind (Cream pleated) Blind (adjuster cord)



Bedroom 2 Door
Door finish - chipped (above handle)



Bedroom 2 Walls



Bedroom 2 Walls



Bedroom 2 Walls
Wall finish - marked (lightly)



Flooring



Flooring - marked (lightly)



Bedroom 2 Window

Bedroom 2 Window, Blind (Cream pleated)

7.5

Contents, Fixtures & Fittings

Metal framed single bed	
Mattress	
Duvet and striped sheets	
Wardrobe - free standing	
Drawers	
Bedside lamp	
Painted canvas	
Radiator	
Pendant light (Paper shade)	
Pillows(x3)	

Pillows - dirty (moderately)



Metal framed single bed



Mattress



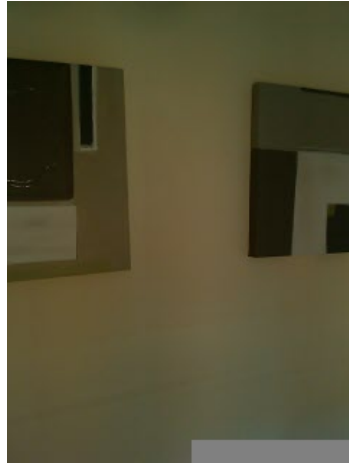
Duvet and striped sheets



Wardrobe - free standing



Drawers, Bedside lamp



Painted canvas



Painted canvas



Pendant light (Paper shade)

8.0 Bathroom

8.1 Bathroom Door	Door type	Single Leaf
	Door finish	Wooden (Painted) <i>Door finish - marked (lightly)</i>
	Door frame	Wooden (Painted)
	Additional door features	Chrome handle

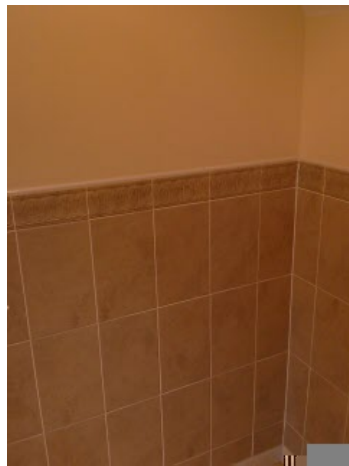
8.2 Bathroom Walls	Wall finish	Plaster (magnolia painted) Tiles (Stone coloured)
	Skirting type and finish	Wooden - White Painted

8.3 Floors & Ceilings	Flooring Type	Vinyl (Stone effect)
	Ceiling Finish	Plaster (white painted)

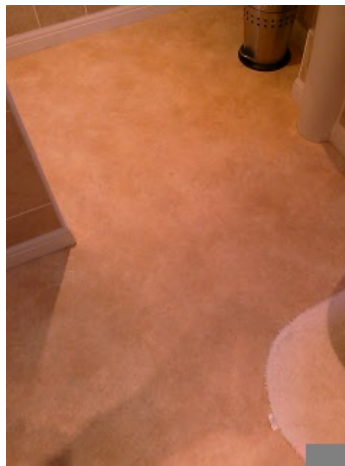
8.4 Bathroom Window	Window type	Velux
	Window frame	Wooden
	Window sill	Wooden <i>Window frame/sill - peeling (lightly)</i>
	Window glass type	Double Glazed
	Window glass finish	Clear
	Window dressings or features	Blind



Bathroom Walls



Bathroom Walls



Flooring



Bathroom Window
Window frame/sill - peeling (lightly)

8.5 Contents, Fixtures & Fittings	Wash basin w/ chrome mixer tap	
	Bath w/ chrome mixer tap	<i>Bath w/ chrome mixer tap - Seal dirty (moderately)</i> <i>Bath w/ chrome mixer tap - Plug chain broken</i>
	Toilet	
	Integrated shower	
	Shower curtain and rail	
	Toilet brushes	

Pedal bin	
Glass shelf	
Wall mirror	
Vase	
Extractor fan	
Spotlights	
Radiator	
Bath and toilet mats	



Wash basin w/ chrome mixer tap



Toilet



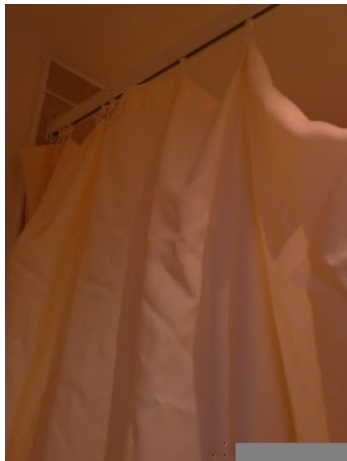
Bath w/ chrome mixer tap



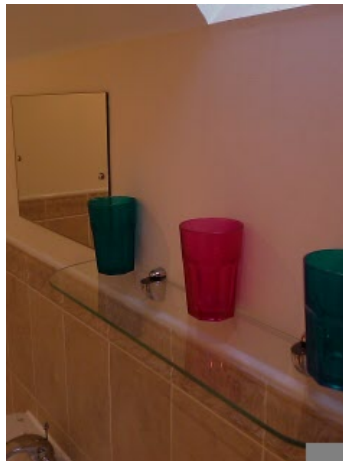
Integrated shower



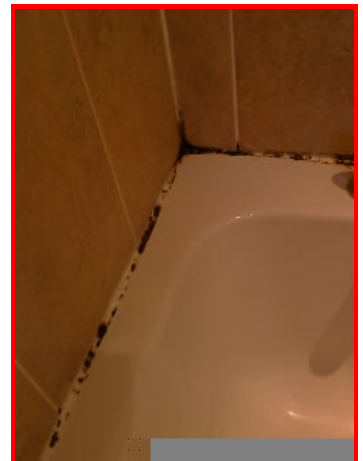
Integrated shower



Shower curtain and rail



Glass shelf, Wall mirror



Bath - Seal dirty (moderately)

9.0 Stairs and Hallway

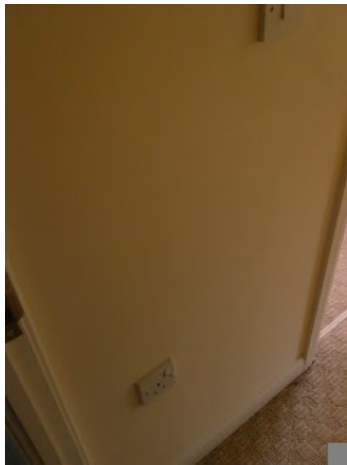
9.1 Front Door	Door type	Single Leaf
	Door finish	Wooden (Painted)
	Door frame	Wooden (Painted)
	Door glass type	Vision Panels
	Door glass finish	Frosted
	Additional door features	Chrome handle Letter Box Security Chain

9.2 Stairs and Hallway Walls	Wall finish	Plaster (magnolia painted)
	Skirting type and finish	Wooden - White Painted

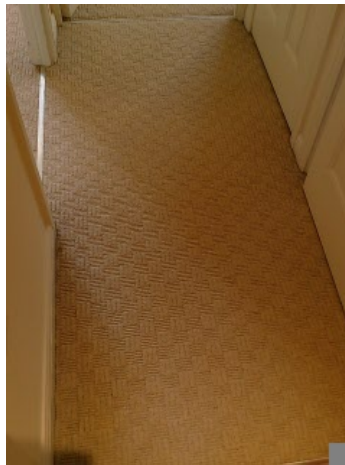
9.3 Floors & Ceilings	Flooring Type	Fitted carpet (Cream cord)
	Ceiling Finish	Plaster (white painted)
	Stair fittings	Banister Handrail Spindles



Front Door



Stairs and Hallway Walls



Flooring



Flooring



Flooring

9.4 Contents, Fixtures & Fittings	Pendant light (Paper shade)	
	Bayonet	

Loft hatch	
Airing cupboard	
Ironing board	
	Ironing board - burn marks
Iron	
Dustpan	
Coat hooks	
Door mat	
Smoke alarm	



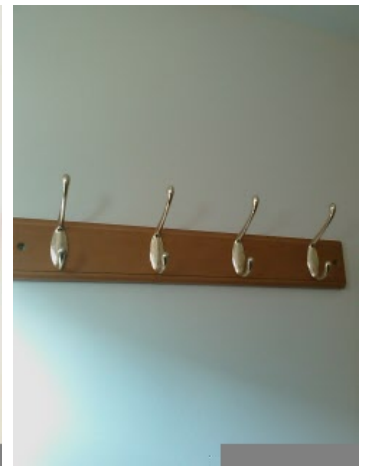
Loft hatch



Pendant light (Paper shade)



Airing cupboard, Ironing board



Coat hooks



Bayonet



10. Declaration

Whilst every care has been taken to ensure the accuracy of this schedule, accuracy cannot be guaranteed by the preparer.

The Landlord and the Tenant(s) are reminded that it is their responsibility to check the accuracy of this schedule and are advised to sign it in confirmation.

This inventory relates only to the furniture, furnishings and all Landlord's equipment and contents in the property. It is no guarantee of, or report on, the adequacy of, or safety of any such equipment or contents, merely a record that such items exist in the property at the date of the inventory and the superficial content of same.

This is to certify that we the undersigned have carefully checked the foregoing inventory and subject to the marginal notes, consider this to be a fair and correct schedule of condition of the contents therein.

The tenant/landlord has 7 days from receipt of this inventory to notify the agent/landlord/inventory company of any discrepancies.

Signed on behalf of the Landlord

.....
Signature

.....
Print Name

.....
Date

Signed by the Tenant(s)

.....
Signature

.....
Print Name

.....
Date

Signed by the Tenant(s)

.....
Signature

.....
Print Name

.....
Date