

## Check-Out Report & Schedule of Condition

*(Example Document)*

36 Hanover Road,  
Cheltenham,  
Gloucestershire,  
GL22 – 4JA.

**Report Date: 25<sup>th</sup> May 2018**

**Our Reference: DMR 566/18**

**On Behalf of: Xenon Properties**

This report should be read in conjunction with the Inventory report compiled by -  
DMR Inventory Services on 26<sup>th</sup> May 2017

For ease of reference, all changes considered to be 'Fair Wear & Tear' (FW & T) that have been noted as such, in the  
Inventory report (that was used at the Check-Out procedure), have not been shown in this Check-Out report.

<b>Tenant Present at Check-Out:</b>	Yes
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### Utilities

<b>Gas =</b> N/A <b>Electric (Rate 1) =</b> 21461	<b>Water =</b> 14565.00000 <b>Electric (Rate 4) =</b> 57445
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### Record of Keys

2 x Rimlock = Front Door 2 x 5 Lever = Front Door 2 x 5 Lever = Rear Exit Door
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- Areas/Items affected by Fair Wear & Tear (FW&T) are as noted in the Inventory Check-Out comments.
- The property was found in a generally clean and tidy condition. *No* receipt for carpet cleaning was seen at Check-Out.
- Receipt *seen* for Inspection & Cleaning of Log Burner Stove in Lounge.
- 11 x Supportive photo's are attached to the Check-Out report.

Item No.	Item Description	Damages/Comments
-	At Frontage, additional items noted,	+ Plastic Cold Frame & Tomato Plants; + Gas Barbeque in Black Cover. <b>(1 x Photo refers)</b>
11	Garage Unit 2, Additional items noted	+ Old Pieces of Wood, + Old Pinewood Doored Unit, Wall Shelf Unit & Paint Pots, - + Single section Alu' Ladder, Assorted Garden Tools = Landlords comments. <b>(1 x Photo refers)</b>
20	Rear Garden area, Shrubs	Un-Trimmed condition <b>(1 x Photo refers)</b> .
27	Hall area, Additional item fitted	Net Curtain Pole & Net Curtain fitted to Window = Landlords comments.
30	Hall area, Additional item fitted	+ Slatted Blind in light grain-wood finish, fitted to Window = Landlords comments.
34	Hall area, Walls	Now: Painted Apple white vs. Magnolia = Landlords comments.
46	Shower Room, Shower Tray	Mastic to edge lightly mould marked.
50	Shower Room, Walls	Now: Painted Apple white vs. Magnolia = Landlords comments.
56	Lounge, Ex. Stove - User Instruction Leaflet	Not now seen.
-	In Lounge, Additional item/s noted	+ 2 x plastic Curtain Tracks & + 2 x Pairs of Lined Curtains in multi-floral material – = Landlords comments.
61	Lounge, Carpet	+ 6 x <i>very</i> small black speck-burn marks to front of Hearth = Landlords comments.
61	Lounge, Carpet	Light wear marked to walkways = Light clean required.
64	Lounge, Halogen Bulb Holders	1 x bulb not working.
-	Lounge, Additional item noted	+ Under-Stairs double doored Cupboard now fitted = Landlords comments.
67	Kitchen, Wall Units	Face of doors smeary around handles = Light clean required.
71	Kitchen, Extractor Hood	Grills lightly greasy = Light clean required.
74	Kitchen, Splashback Tiles	Heavily smeary & light grease marked below Extractor Hood.
84	Kitchen, Base Unit 7 – Bottom Drawer	Handle detached = Replacement required.
87	Kitchen, Walls	+ Grey 'computer wire' through Window Frame – to RH bottom, above Radiator – = Landlords comments. <b>(1 x Photo refers)</b>

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Item No.	Item Description	Damages/Comments
91	Stairwell, Treads	Dusty & 'Fluff' deposits = Light clean required.
-	On Landing, Additional item noted	Built-In Shelf Unit in white, a 5 x tier unit = Landlords comments.
-	Bathroom, Additional Item noted	+ Roller Blind fitted in white, with black leaf design = Landlords comments. <b>(1 x Photo refers)</b>
110	Bathroom, Walls	+ 1 x pin, + 4 x filled & un-painted screw holes, + 2 x Large Rawlplug holes noted.
-	Bedroom 1, Additional Item noted	+ White plastic Curtain Track fitted & 1 x pair of white embossed cotton Curtains - = Landlords comments. <b>(1 x Photo refers)</b>
-	Bedroom 1, Additional item noted	+ Pinewood Wall Shelf & matching brackets = Landlords comments. <b>(1 x Photo refers)</b>
120	Bedroom 1, Carpet	Light wear marked to walkways <b>(1 x Photo refers)</b>
-	Bedroom 2, Additional Item noted	+ White plastic Curtain Tracks fitted & 2 x pairs of shiny blue-brown embossed cotton Curtains. = Landlords comments. <b>(1 x Photo refers)</b>
129	Bedroom 2, Walls	+ 2 x pins; + 3 x filled & non.matching over-painted screw holes = Landlords comments.
131	Bedroom 2, Carpet	+ Light wear marked to walkways <b>(1 x Photo refers)</b>
-	Bedroom 2, Additional Item fitted	+ Free-Standing, Double-Doored Wardrobe in white composite with Mirror Faced Doors – = Landlords comments. <b>(1 x Photo refers)</b>
134	Airing Cupboard, Carpet	+ Dusty deposits