**[Overview:](http://www.impactinventories.com)**

Property Details;

|  |  |  |  |
| --- | --- | --- | --- |
| Is the property occupied? |  | Is the property furnished? |  |
| Type of property |  | Report reference number |  |

**Tenant Details;**

|  |  |
| --- | --- |
| Name |  |
| Forwarding address |  |
| Email address |  |

**Key Details;**

|  |  |  |  |
| --- | --- | --- | --- |
| Number of keys |  |  |  |
| Type of keys |  |

**Meter Readings;**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Type | Reading | Serial Numbers/Notes | Meter Location | Provider |
| Gas |  |  |  |  |
| Electric |  |  |  |  |
| Water |  |  |  |  |
|  |  |  |

**Alarms and or Detectors;**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Type | Quantity | Location | POWER Tested | Smoke alarm- present on all floors / C0 alarm present where a solid fuel burning appliance is present |
| Smoke/fire  |  |  |  |  |
| Carbon Monoxide (CO) |  |  |  |  |

**Front Door and Hallway:**

|  | **Item** | **Description** | **Qty** | **Condition and Comments** |
| --- | --- | --- | --- | --- |
|  | **Doors** |
| **8** | **Front Door** |  |  |  |
| **9** | **Door frame** |  |  |  |
|  | **Décor** |
| **10** | **Ceiling** |  |  |  |
| **11** | **Walls** |  |  |  |
| **12** | **Skirting boards** |  |  |  |
| **13** | **Flooring** |  |  |  |
|  | **Fixtures & Fittings** |
| **14** | **Heating** |  |  |  |
| **15** | **Lighting** |  |  |  |
| **16** | **Electric** |  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| **17** | **Fire & Safety** |  |  |  |
|  |  |  |
| **18** | **Furniture** |  |  |  |
|  |  |
| **19** | **Any odours noted?** | None |  |  |

**Reception:**

|  | **Item** | **Description** | **Qty** | **Condition and Comments** |
| --- | --- | --- | --- | --- |
| **Doors** |
| **20** | **Doors** |  |  |  |
| **21** | **Door Frame** |  |  |  |
| **Décor** |
| **22** | **Ceiling** |  |  |  |
| **23** | **Walls** |  |  |  |
| **24** | **Skirting Boards** |  |  |  |
| **25** | **Flooring** |  |  |  |
| **Windows** |
| **26** | **Window & Sill** |  |  |  |
| **27** | **Curtains & Blinds** |  |  |  |
| **Fixtures &Fittings** |
| **28** | **Heating** |  |  |  |
| **29** | **Lighting** |  |  |  |
|  |  |  |
| **30** | **Electric** |  |  |  |
|  |  |  |
|  |  |  |
|  |
|  | **Furniture** |  |  |  |
| **31** | **Any odours noted?** | None |  |  |

**Kitchen area:**

|  | **Item** | **Description** | **Qty** | **Condition and Comments** |
| --- | --- | --- | --- | --- |
| **Décor** |
| **32** | **Ceiling** |  |  |  |
| **33** | **Walls** |  |  |  |
| **34** | **Skirting Boards** |  |  |  |
| **35** | **Flooring** |  |  |  |
| **Fixtures & Fittings** |
| **36** | **Lighting** |  |  |  |
| **37** | **Heating** |  |  |  |
| **38** | **Electric** |  |  |  |
| **Windows** |
| **39** | **Windows & Sills** |  |  |  |
| **Appliances** |
| **40** | **Extractor fan** |  |  |  |
| **41** | **Hob** |  |  |  |
| **42** | **Oven** |  |  |  |
| **43** | **Fridge / Freezer** |  |  |  |
| **44** | **Dishwasher** |  |  |  |
| **45** | **Washing Machine** |  |  |  |
| **46** | **Microwave** |  |  |  |
| **Furniture Items** |
| **47** | **Kitchen units** |  |  |  |
| **48** | **Worktop** |  |  |  |
| **49** | **Sink** |  |  |  |
| **50** | **Loose item** |  |  |  |
|  |  |  |
| **Odours** |
|  | **Furniture** |  |  |  |
| **51** | **Any odours noted?** |  |  |  |

**Bedroom:**

|  | **Item** | **Description** | **Qty** | **Condition and Comments** |
| --- | --- | --- | --- | --- |
| **Doors/Windows** |
| **52** | **Doors** |  |  |  |
| **53** | **Door Frame** |  |  |  |
| **Décor** |
| **54** | **Ceiling** |  |  |  |
| **55** | **Walls** |  |  |  |
| **56** | **Skirting Boards** |  |  |  |
| **57** | **Flooring** |  |  |  |
| **Windows**  |
| **58** | **Window & sills** |  |  |  |
| **59** | **Curtains & blinds** |  |  |  |
| **Fixtures &Fittings** |
| **60** | **Heating** |  |  |  |
| **61** | **Lighting** |  |  |  |
| **62** | **Electric** |  |  |  |
| **Furniture Items** |
| **63** | **Furniture** |  |  |  |
| **Odours** |
| **64** | **Any odours noted?** |  |  |  |

 **Bathroom:**

|  | **Item** | **Description** | **Qty** | **Condition and Comments** |
| --- | --- | --- | --- | --- |
| **Doors/Windows** |
| **65** | **Doors** |  |  |  |
| **66** | **Door Frame** |  |  |  |
| **Décor** |
| **67** | **Ceiling** |  |  |  |
| **68** | **Walls** |  |  |  |
| **69** | **Flooring** |  |  |  |
| **Windows** |
| **70** | **Windows**  |  |  |  |
| **Fixtures &Fittings** |
| **71** | **Heating** |  |  |  |
| **72** | **Lighting** |  |  |  |
| **Furniture Items** |
| **73** | **Bath**  |  |  |  |
| **74** | **Shower screen**  |  |  |  |
| **75** | **Basin**  |  |  |  |
| **76** | **Vanity unit** |  |  |  |
| **77** | **Cabinet** |  |  |  |
| **78** | **Toilet**  |  |  |  |
| **79** | **Extractor fan** |  |  |  |
| **80** | **Furniture** |  |  |  |
| **Odours** |
| **81** | **Any odours noted?** |  |  |  |

**Signatures:**

I hereby confirm approval of the accuracy and contents of the information contained within this report. I have also read, understood and agree to the disclaimer information contained within this report.

 Tenant signature: Inspector signature:

|  |
| --- |
|  |

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| --- |
|   |

 **Name: ........................................... Name: ...........................................**

 **Date**: ................................. at **Date**: ................................. at