**Flat name/Number/Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**This form needs to be filled in as accurately as possible to avoid you having to pay any unnecessary damage/cleaning charges at the end of your tenancy**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date: …………………** |  |  |  |
| If nothing is listed or any blank spaces items will be deemed as good condition, no marks, etc. |  |
|  |  |
|  |  |
| **Living Room / Kitchen** |  |
| Walls |  |
| Ceiling |  |  |  |
| Floor covering |   |  |  |
| Curtains |   |  |  |
| Window Sills |   |   |  |
| Sideboard |   |   |  |
| Coffee table |   |   |  |
| Dining Furniture |   |   |  |
| Sofa / chairs |   |   |  |
| Kitchen units |   |   |  |
| Fridge |   |   |  |
| Cooker |   |   |  |
| Fire extinguisher |   |   |  |
| Light fittings |   |   |  |
| **Bathroom / Shower** |   |   |  |
| Bathroom / Shower |   |   |  |
| Walls |   |   |  |
| Ceiling |   |   |  |
| Flooring |   |   |  |
| Basin |   |   |  |
| Mirror |   |   |  |
| Fittings |   |   |  |
| **W/C** |   |   |  |
| Pan |   |   |  |
| Walls |   |   |  |
| Ceiling |   |   |  |
| Flooring |   |   |  |
| Basin |   |   |  |
| Mirror |   |   |  |
| Fittings |   |   |  |
| **Hallway / Corridor** |   |   |  |
| Walls |   |   |  |
| Ceiling |   |   |  |
| Floor |   |   |  |
| **Bedroom 1** |   |  Full student name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Walls |   |   |  |
| Ceiling |  |   |  |
| Floor covering |   |  |  |
| Curtains |   |  |  |
| Window Sills |   |   |  |
| Light fittings |   |   |  |
| Notice board |   |   |  |
| Shelves |   |   |  |
| Bed  |   |   |  |
| Mattress |   |   |  |
| Mattress cover |   |   |  |
| Bedside cupboard |   |   |  |
| Desk |   |   |  |
| Desk chair |   |   |  |
| Easy chair |   |   |  |
| Desk lamp |   |   |  |
| Bin |   |   |  |
|  |   |   |  |
| **Bedroom 2** |   |  Full student name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Walls |   |   |  |
| Ceiling |  |   |  |
| Floor covering |   |  |  |
| Curtains |   |  |  |
| Window Sills |   |   |  |
| Light fittings |   |   |  |
| Notice board |   |   |  |
| Shelves |   |   |  |
| Bed  |   |   |  |
| Mattress |   |   |  |
| Mattress cover |   |   |  |
| Bedside cupboard |   |   |  |
| Desk |   |   |  |
| Desk chair |   |   |  |
| Easy chair |   |   |  |
| Desk lamp |   |   |  |
| Bin |   |   |  |
|  |   |   |  |
| **Bedroom 3** |   |  Full student name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Walls |   |   |  |
| Ceiling |  |   |  |
| Floor covering |   |  |  |
| Curtains |   |  |  |
| Window Sills |   |   |  |
| Light fittings |   |   |  |
| Notice board |   |   |  |
| Shelves |   |   |  |
| Bed  |   |   |  |
| Mattress |   |   |  |
| Mattress cover |   |   |  |
| Bedside cupboard |   |   |  |
| Desk |   |   |  |
| Desk chair |   |   |  |
| Easy chair |   |   |  |
| Desk lamp |   |   |  |
| Bin |   |   |  |
|  |   |   |  |
| **Bedroom 4** |   |  Full student name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |
| Walls |  |   |  |
| Ceiling |  |  |  |
| Floor covering |   |  |  |
| Curtains |   |  |  |
| Window Sills |   |   |  |
| Light fittings |   |   |  |
| Notice board |   |   |  |
| Shelves |   |   |  |
| Bed  |   |   |  |
| Mattress |   |   |  |
| Mattress cover |   |   |  |
| Bedside cupboard |   |   |  |
| Desk |   |   |  |
| Desk chair |   |   |  |
| Easy chair |   |   |  |
| Desk lamp |   |   |  |
| Bin |   |   |  |

Sign and date below:

 Tenant 1 - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tenant 2 - \_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Tenant 3 - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tenant 4 - \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_