

PROPERTY INSPECTION REPORT

This report is intended to help avoid disputes.

This should be used to record the condition of the property during the tenancy period.

The landlord (L/L) and the tenant (T) should fill out this form together, and tick the appropriate box if the condition is acceptable, or record any damage or defects.

	ROOM AND ITEM	CONDITION ACCEPTABLE?		
		LANDLORD	TENANT'S	DAMAGE/DEFECTS
Lobby	Walls/Doors			
	Lights/Power points			
	Floors/Ft. Coverings			
	Windows			
Kitchen/Break room	Walls/Doors			
	Lights/Power points			
	Floors/Ft. Coverings			
	Windows			
	Woods/Curtains			
	Cupboards			
	Oven			
Refrigerator				
Bathroom	Walls/Doors			
	Lights/Power points			
	Floors/Ft. Coverings			
	Windows			
	Woods/Curtains			
	Woods/Cabinet			
	Bath			
	Shower			
	Wash basin			
	Toilet (WC)			
Laundry	Walls/Doors			
	Lights/Power points			
	Floors/Ft. Coverings			
	Windows			
	Woods/Curtains			
	Washing machine			
Bedroom 1	Walls/Doors			
	Lights/Power points			
	Floors/Ft. Coverings			
	Windows			
	Woods/Curtains			
Bedroom 2	Walls/Doors			
	Lights/Power points			
	Floors/Ft. Coverings			
	Windows			
Bedroom 3	Walls/Doors			
	Lights/Power points			
	Floors/Ft. Coverings			
	Windows			