

Check Out Report

Address	34b Manchester Street, London, W1UY 7LQ
Reference	SI 9195
Date	29 th September 2014
Client	The Portman Estate



Inventory Guidance Notes

Any discrepancies regarding the accuracy of the report must be brought to the attention of Storm Inventories within 7 days of receipt of report; otherwise it is accepted the report is accurate.

This inventory presents a precise record of the contents and condition of the property in question on the date the inventory was taken. It is the responsibility of the tenant, landlord and respective agent to agree on the accuracy of this report and it is advised that both parties sign it in confirmation.

This images used in this report have been included for the sole purpose of assisting the reader in clarification of the condition and damage found and stated in the report, however due to lighting conditions they may not be an accurate reflection.

Please note; it is strongly advised that you inform the clerk of any notes you want included in final the inventory report prior to signing. Storm Inventories cannot be held responsible for any errors or omissions. Any discrepancies regarding the accuracy of this report need to be agreed directly between the landlord and the tenant. Storm Inventories will not get involved with amendments unless an update of the report is arranged.

The inventory has been prepared on the principle that if the 'condition' column is left blank then the item is free from obvious defects, damage or soiling.

Storm Inventories do not undertake to remark on any structural defects. Storm Inventories cannot attribute as to the value of any objects at the property. Only this inventory can be used for comparative purposes at the end of the tenancy. This report cannot be used in the event of a dispute unless payment for the works carried out has been settled.

Storm Inventories will not move any large or heavy items nor describe the contents and condition of any unattainable areas such as basements and lofts. Storm Inventories will not undertake to lift mattresses and inspect the undersides of them and therefore cannot take responsibility for any damage missed. We cannot inspect items put away in such a manner that they cannot be taken out easily to be examined. Any items left in locked rooms or cupboards are the sole responsibility of the Landlord and will not be included in this inventory.

All descriptions within this inventory are for identification purposes only. At the time of Check Out a comparison will be made between the original inventory and the state of the property and contents at the commencement of the tenancy.

Any electrical appliances tested will be for power only and this will only be carried out where practical. Boilers, gas fires, water supply, fire alarms and radiators are not tested. With electrical appliances tested, an account will not be given as to the efficiency or safety of the items. We merely state that such an item exists at the property and its current condition.

Other areas such as garden, garages, lofts, basements and garden sheds, will only be checked upon instruction and an extra charge will be incurred.

Storm Inventories do not undertake to comment on the exact specification of items and are not furniture specialists. No attempt will be made to identify items by its original manufacturer or the period in which it was produced – the inventory clerk will only describe an item as it is seen and will not state if it is antique, designer, modern, etc. If items are brand new and are to be stated as being 'brand new', Storm Inventories must be informed prior to Check In/handing back the inventory.

The appropriate utility companies must be assigned to check any meter readings. Storm Inventories cannot be held accountable for any discrepancies. Should meters not be located or accessible to read then no readings will be taken and we cannot be held responsible for this.

The Fire and Safety regulations regarding furnishings, gas and electrical items alike are the responsibility of the Landlord. Where the inventory notes that an FFR label is seen this should not be interpreted as the item complies with the furniture and furnishings (Fire) (Safety) (Amendments) 1993. It is merely a record that the item had a label as described or similar to that detailed in the guide to the regulations as published by the Department of Trade and Industry, January 1997 (or subsequent edition), attached at the time the inventory was compiled.

At the end of the tenancy all personal items must be removed and cleaning must be concluded prior to the Check Out date. The property must be restored to the condition it was found on the date the tenancy commenced.

The managing agent or landlord must be informed of any items removed from, or added to the property. Failure to do so may result in charges being made for the replacement of items removed. It is the tenant's responsibility to return all items to their original position at the end of the tenancy. Should items not be in their original position at Check Out and as a result the clerk lists items as 'not seen', Storm Inventories cannot be held responsible. Heavy items of furniture that have been moved should also be returned to their correct positions.

Report Declaration

The items listed in this inventory have been inspected and found to be in good order, except where qualified by marginal note

Tenant(s) name	Signature	Date
Landlords name	Signature	Date

This Inventory provides a fair and accurate record of the contents and condition of the contents of the property, and the property's internal condition. It is the responsibility of the landlord and the tenant or the respective agent to agree between them the accuracy of this report. The person preparing the inventory is not an expert in fabrics, woods, materials, antiques etc., or a qualified surveyor. The Inventory should not be used as an accurate description of each and every piece of furniture and equipment, or as a structural survey report. Property left in lofts cellars and locked rooms, which have not been noted are the sole responsibility of the landlord.

Any discrepancies regarding the accuracy of the report should be brought to the attention of Storm Inventories within 7 days after receipt; otherwise it is accepted the report is accurate.

The fire & safety regulations regarding furnishings, has electrical and similar services are ultimately the responsibility of the acting principal. Where the inventory notes "FFR label seen" this should not be interpreted to mean that the item complies with the "furniture and furnishings (fire) (safety) (amendments) 1993". It is a record that the item had a label as described or similar to that detailed in the "guide" published by the department of trade and industry (March 1996) (or subsequent date), attached at the time of the inventory was compiled. It is not a statement that the item can be considered to comply with the regulations.

Please note that it is strongly recommended that you examine the contents of this inventory prior to signing. Storm Inventories cannot be held responsible for errors or omissions. The relevant utility companies should check all meter readings, as we cannot be held accountable for any discrepancies.

Schedule of Condition

	Check in	Check out
Number of Bedrooms	1 bedroom	1 bedroom
Furnished / Unfurnished	Unfurnished	Unfurnished
General condition	Good order	Décor overall in good condition Light markings Water leak patches to the bedroom ceiling and large amount to the kitchen wall 1 drill fitment hole to the bedroom
Standard of cleaning	Professionally cleaned	Requires a professional clean
Flooring	Good order with marks to areas as noted	All carpets are very dirty Thread is quite worn and shaded to the main walk areas Numerous large black stains to the reception carpet Large brown stain to the bedroom carpet Further cracked tiles to the kitchen flooring
Windows	Good order with marks to areas as noted	All in good order, tested and working
Blinds/Curtains	Good order	Curtains in good condition 1 interior cord is snapped to the roman blind in reception Large dent to 1 of the shutters in the reception
Lighting	Working order	Few bulbs not working
Kitchen	Good order – cupboard interiors require dusting in places	All units in good condition, require cleaning All appliances tested for power and working, all require cleaning Food items remain in the fridge
Bathrooms	Good order – shower enclosure would benefit from extra cleaning	All sanitary ware requires cleaning Brown ring markings to the shower tray All chrome fittings are very dusty and water marked including the shower screen which is heavily water marked

Entrance hallway, reception and inner hallway	Description	Condition at Check IN	Condition at Check OUT
Doors	<p>White painted 6- panelled door Letter B in chrome 1 x chrome pull 2 x chrome yale locks</p> <p>Door interior to match with corresponding fittings 1 x chrome hinge to top left corner</p>	<p>Light scattered scuff marks in areas Good order</p> <p>Light usage marks to door in areas Good order throughout</p>	<p>As per inventory</p>
Flooring	<p>Cream fitted carpet</p>	<p>Good order and clean throughout Slight dark stain marks to centre Slight usage marks throughout</p>	<p>Carpet is very dirty, requires cleaning Numerous black spot stains more so towards the fireplace and window, some on entrance Grey shaded and quite worn to the main walk areas All (TL) Numerous heavy spots on entry and in front of the bedroom door</p> <p>Inner hallway: Carpet is heavily worn and quite heavily grey shaded to the main walk areas Carpet is very dirty, requires cleaning (TL)</p>

Entrance hallway, reception and inner hallway	Description	Condition at Check IN	Condition at Check OUT
Walls	Painted pale green	Good order Slight patchy paintwork on left of entry 1 hook on high level left of entry Slight grubby marks on wall left of entry	Light mid/low level rub markings Inner hallway: 1 white plastic hook Few minor mid level markings and discolouration around the door Shading around the light switch
Woodwork	Skirting boards and door frame painted white	Good order Slight painted over defects in areas Slight chipping on door frame Slight chipping on skirting board left of entry	As per inventory
Ceiling	Painted white	Good order and clean throughout	As per inventory
Lighting	1 x individual white plastic pendant light with 1 bulb and cream fabric shade	Working order	As per inventory
	1 x single recess spotlight ceiling mounted	Working order	As per inventory

Entrance hallway, reception and inner hallway	Description	Condition at Check IN	Condition at Check OUT
Switches / sockets	<p>Chrome 3 x single dimmer switch 1 x double light switch 2 x fuse switches</p> <p>White plastic 2 x double sockets 1 x TV aerial point</p> <p>1 x Danfoss white plastic thermostat control</p> <p>1 x white plastic telephone intercom system</p> <p>2 x ceiling mounted white plastic smoke alarms</p>	<p>Good order</p> <p>Not tested Good order</p>	As per inventory
Heating	1 x flat panelled white painted radiator	<p>Valves complete Good order throughout 1 small scuff mark to top right corner</p>	As per inventory
Window	<p>1 x traditional style sash window White painted wooden frame 12 x individual transparent glass panels 2 x chrome handles 1 x chrome locking mechanism</p>	<p>Good order Professionally cleaned to interior Slight residue splash marks to exterior</p>	Candle wax residue to the window sill (TL)

Entrance hallway, reception and inner hallway	Description	Condition at Check IN	Condition at Check OUT
Curtains / Blinds	4 x white painted wooden folding blinds	Good order throughout 1 small chip mark to bottom right corner on bottom right corner blind	Large chip to one of the shutters (TL)
	1 x cream fabric roman blind 1 x chrome pull cord	Good working order and clean	One of the cords to the inside of the roman blind is snapped
Contents	1 x white painted wooden surround 1 x red and green tiled insert 1 x black metal fireplace	Good order and clean throughout Slight painted over defects on outer edge	All as per inventory

Bedroom	Description	Condition at Check IN	Condition at Check OUT
Doors	2 x matching doors, both white painted 6-panelled doors 1 x integrated chrome handle to right side door	Both doors have some slight painted over defects Good order throughout	1 door has numerous brown markings and finger print markings (TL)
Flooring	Cream fitted carpet	Good order and clean throughout Slight orange stain marks just forward of the fireplace on left of entry 1 further brown stain mark on centre Further small grey stain marks on right of entry Light furniture indentations in areas	Very dirty, requires cleaning Numerous hair Large brown stain towards the forward wall Carpet is quite worn and shaded to the main walk areas (TL)
Walls	Painted pale green	Good order Slight rub marks on wall right of entry 1 fitment hole on high level left of entry Further scattered scuff marks on wall left of entry	Fitment hole with raw plug to the left hand side wall Paint chips around the hole (TL) Light mid level rub markings and finger print markings
Woodwork	Skirting boards and door frame painted white	Good order and clean Scuff marks to skirting right of entry	
Ceiling	Painted white	Good order and clean throughout	
Lighting	1 x chrome light fitting with 4 individual spotlights	Working order	

Bedroom	Description	Condition at Check IN	Condition at Check OUT
Switches / sockets	<p>Chrome 3 x single dimmer switch</p> <p>White plastic 1 x telephone point 1 x TV aerial point 4 x double sockets</p> <p>1 x ceiling mounted white plastic smoke alarm</p>	<p>Not tested Good order and clean</p>	
Heating	2 x flat panelled white painted radiators	<p>Valves complete Good order</p>	
Window	<p>2 x traditional style sash windows White painted wooden frame 12 x individual transparent glass panels to each window 2 x chrome handles to each window 1 x chrome locking mechanism to each window</p>	<p>Professionally cleaned to interior Slight rain splash marks to exterior Good order throughout</p>	Sills are all dusty
Curtains / Blinds	8 x white painted wooden folding blinds	<p>Good order throughout Slight painted over defects in areas</p>	
	2 x pairs of floor to ceiling length cream net curtains both fitted to 1 x window frame mounted white metal curtain rail	Both curtains in good order	
	2 x pairs of floor to ceiling length cream fabric interlined curtains	Both curtains in good working order and clean	

Bedroom	Description	Condition at Check IN	Condition at Check OUT
Contents	1 x white painted wooden surround 1 x green tiled insert 1 x black metal fireplace	Good order and clean throughout Slight scuff marks to base of fireplace	
Additional items			4 x cream floral full length lined curtains – good order 4 x cream voile full length curtains – good order White patterned double divan bed with 4 drawers and matching mattress – good order White chest of drawer unit with 7 drawers each with brushed silver handles – heavy dent to 1 drawer White bookcase with 5 middle shelves – large purple stain to 1 shelf, stains and grease markings to the back panels, back panel is slightly detached

Bedroom	Description	Condition at Check IN	Condition at Check OUT
Additional items cont			<p>White double wardrobe, each door has a silver d shaped handle, interior has a white laminate shelf and white metal hanging rail – large and heavy grease markings to the backboard</p> <p>White chest of drawer unit with 5 drawers each with silver d shaped handles</p>

Shower room	Description	Condition at Check IN	Condition at Check OUT
Door	White painted 6-panelled door 1 x integrated chrome handle 1 x integrated chrome locking mechanism 1 x chrome hook to high level door interior centre	Good order throughout Slight scattered scuff marks in areas	As per inventory
Flooring	Cream square tiles	Good order throughout Very light usage marks in areas Slight discolouration to grouting in areas 1 hairline crack to 1 tile right of entry	Dirty, requires cleaning
Walls	Partly painted white Partly cream square tiles	Good order and clean 1 white plastic picture hook on wall forward of entry Good order Slight discolouration to grouting to low level of tiles especially in shower unit	Several brown drip markings to low level forward wall Numerous small brown stains to the forward wall All (TL) 1 white plastic picture hook
Woodwork	Door frame painted white	Slight painted over defects Good order	
Ceiling	Painted white	Good order	
Lighting	3 x recess spotlights	Working order	2 bulbs not working (TL)
Switches and sockets	Chrome 1 x shavers only socket 1 x Vent-Axia ceiling mounted air vent	Good order Good order throughout	

Shower room	Description	Condition at Check IN	Condition at Check OUT
Heating	1 x chrome ladder style radiator	Valves complete Good order and clean throughout	Towel rail is very dusty
Window	1 x traditional style sash window White painted wooden frame 4 x individual transparent glass panels 2 x chrome handles 1 x chrome locking mechanism	Professionally cleaned to interior and mostly to exterior Good order throughout Slight painted over defects on frame	
Curtains / Blinds	1 x brushed chrome metal venetian blind 1 x pull cord	Good working order and clean Slight discolouration to pull cord	
Built in storage	2 x matching built in cupboards, each with 2 x flat panelled mirrored doors Left hand side cupboard interior: Painted cream 1 x white Vaillant boiler Right hand side cupboard interior: Painted cream 2 x cream mid level shelves	Both cupboards in good order Middle hinge on right side door to left side cupboard is not correctly fitted All in good order All in good order	Mirrors are all water marked

Shower room	Description	Condition at Check IN	Condition at Check OUT
Shower & screen	Shower cubicle 1 x white plastic shower tray 1 x chrome waste 1 x glass and chrome shower screen 1 x wall mounted chrome mixer tap 1 x chrome flex hose 1 x chrome shower head 1 x wall mounted chrome shower head bracket	Slight tarnishing to the waste Shower tray in good order Shower in good order Slight finger print marks and residue splash marks on chrome fittings, would benefit further cleaning in areas	Shower tray is dirty, requires cleaning Shower screen is heavily water marked (TL) Shower tray has numerous brown ring markings
Toilet	White ceramic toilet with concealed cistern 1 x white plastic toilet seat and lid 1 x chrome flush	Good order and clean	
Washbasin	White ceramic washbasin 1 x chrome waste 1 x chrome mixer tap	Good order and clean throughout	Requires cleaning
Contents	1 x chrome and black rubber doorstop floor mounted	Slight signs of rust in areas Good order throughout	
	1 x wall mounted chrome toilet roll holder	Good order	
Additional items			White laminated unit with 3 drawers – 2 drawers with chrome pull handles – 1 handle is missing

Kitchen diner	Description	Condition at Check IN	Condition at Check OUT
Door	White painted 6-panelled door 1 x integrated chrome handle	Good order and clean throughout	
Flooring	Cream square tiles	Good order 1 hairline crack forward of entry 11 further tiles in main section of kitchen with hairline cracks Slight discolouration to grouting in areas	Quite heavily shaded to the main walk areas (TL) 2 further tiles are cracked
Walls	Painted grey	Good order throughout Slight picture rub marks on wall right of entry 5 white plastic picture hooks	5 white plastic picture hooks Brown water leak patch to high level of the facing wall Several grease drips and splashes to the stainless steel splash back
Woodwork	Skirting boards and door frame painted white	Good order Scuff marks on skirting right of entry Light painted over defects in areas	
Ceiling	Painted white	Good order and clean throughout	
Lighting	10 x recess spotlights	Working order	1 bulb not working
	5 x under unit halogen strip lights	Working order	





Kitchen diner	Description	Condition at Check IN	Condition at Check OUT
Switches and sockets	<p>Chrome</p> <p>1 x single light switch 1 x double light switch 1 x 6-switch fuse switch 3 x double sockets</p> <p>White plastic</p> <p>3 x double sockets 1 x telephone point 1 x TV aerial point</p> <p>1 x ceiling mounted smoke alarm</p> <p>1 x white plastic telephone intercom system</p>	<p>Not tested Good order</p> <p>Not tested Good order and clean</p>	
Heating	2 x flat panelled white painted radiators	Valves complete Good order throughout	
Window	<p>18 x individual transparent glass panels White painted wooden frame 4 x integrated chrome handles 3 x chrome locking mechanisms 2 x chrome sliding bolts</p>	<p>Glass professionally cleaned to interior Slight rain splash marks to exterior Good order</p>	Window sill is very dusty (TL)
	<p>1 x skylight window 2 x individual transparent glass panels White painted metal frame 1 x integrated chrome handle</p>	<p>Mostly clean to interior Discolouration and soiling to exterior Slight residue splash marks to exterior Good order throughout</p>	
Curtains / Blinds	2 x brushed chrome venetian blinds Pull cords	Good working order and clean	

Kitchen diner	Description	Condition at Check IN	Condition at Check OUT
Built in storage	1 x built in cupboard on left of entry 2 x 2-panelled white painted doors each with brushed chrome pull Both doors interior: Painted cream 3 x mid level shelves	All in good order Slight usage marks and scuff marks especially to each shelf Slightly dusty to interior, would benefit light further cleaning in areas	
Kitchen units	Matching kitchen set consisting of white laminate flat panelled units with brushed chrome pulls 7 x wall units 5 x floor units 3 x drawers 1 x tall unit	All in good order	All doors have grubby rub markings Light cleaning required to the interiors All (TL)
Work Surfaces	Black stone worktop 1 x integrated draining board	Good order throughout Slight usage marks	
Sinks & taps	Single metal sink 1 x integrated chrome mixer tap	Good order throughout Slight usage marks	
Appliances	Siemens white integrated washing machine	Good order Professionally cleaned	Dirty, require cleaning (TL)
	Siemens integrated dishwasher Chrome interior 2 x grey metal shelves 1 x grey plastic cutlery holder	Good order	Dirty, require cleaning (TL)
	Siemens black and chrome oven Grey interior 2 x metal shelves 1 x metal tray	Good order and clean	Dirty, require cleaning (TL)



Kitchen diner	Description	Condition at Check IN	Condition at Check OUT
Appliances cont	Siemens 4-ring electric hob	Slight usage marks to each ring Good order and clean 1 small indentation to front right hand corner of outer edge of rings	Dirty, require cleaning (TL)
	Brushed chrome unbranded extractor hood	Good working order and clean	Dirty, require cleaning (TL)
	Siemens fridge/freezer Fridge: White interior 6 x door compartments 1 x salad crisper 4 x safety glass shelves 1 x small transparent plastic drawer fitted to base of 2 nd shelf Freezer: White interior 3 x transparent plastic drawers	All in good order Professionally cleaned All in good order throughout	Dirty, require cleaning (TL) Fridge requires emptying, numerous food items
Contents	1 x Fire Alert blanket	New, in packaging	
	User manuals for property		
Additional items			Light wooden and grey metal dining table 3 x grey metal and wooden seat chairs Chrome and grey metal freestanding garment rail

Kitchen diner	Description	Condition at Check IN	Condition at Check OUT
Additional items cont			4 x white and blue rimmed dinner plates 2 x white and brown rimmed dinner plates 3 x white and blue rimmed breakfast bowls Brown breakfast bowl White and blue rimmed side plate 2 x white side plates 2 x white and blue rimmed coffee cups 2 x white coffee cups 4 x assorted glasses

Meter Readings

Utilities				
	Location	Serial number	Check in Reading	Check out Reading
Gas	Exterior basement	2008722317		
			03791	04067
Electric	Exterior basement	L85A26977		
			50895	53124

Keys

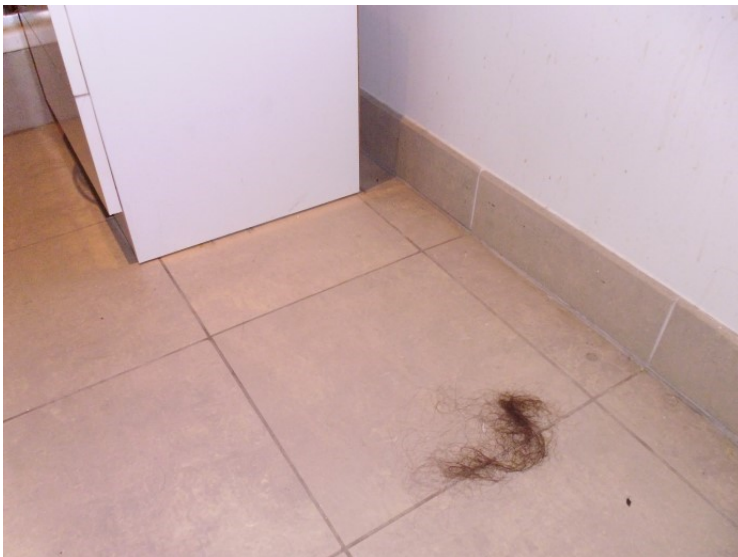
Keys - Check in			
Key type	Door	Number of keys	Photo
Bramah 85D6661 Bramah 85D1950	Main Main	3 3	
Keys – Check out			
Key type	Door	Number of keys	Photo
Bramah DPS 85D6661 Bramah DPS 85D1950 FV1 Bolt lock	Flat Main	Handed back to The Portman Estates 2 2 1 1	



Bathroom



Bathroom



Bathroom – debris to flooring



Bathroom – heaily water marked shower screen



Bathroom – ring marks to shower tray



Bedroom



Bedroom



Bedroom – damp patch to ceiling



Bedroom – dent to chest of drawers unit drawer



Bedroom – dirt and debris to carpet



Bedroom – drilled hole to wall



Bedroom – large brown discolouration to carpet



Bedroom – large purple stain to bookcase shelf



Inner hallway



Kitchen



Kitchen



Kitchen – crockery and utensils



Kitchen – dishwasher



Kitchen – dust to hob



Kitchen – freezer



Kitchen – fridge



Kitchen – heavy shading to flooring



Kitchen – hob



Kitchen – oven interior



Kitchen – oven



Kitchen – washing machine



Reception



Reception



Reception – black spot stains on carpet



Reception – candle wax to window sill



Reception – dent to shutter



Reception – dirty carpet



Reception – large spot stains to carpet



Reception – snapped roman blind cord

END OF REPORT