

Inventory & Check In

Portico Inventories

07580368065

porticoinventories@hotmail.com

Property inspected by Katy Scott

Address

56A Ledbury Road
London
W11 2AJ



Carried Out

March
30th 2023
14:30

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Notes

Inspection Notes

Disclaimers

Disclaimers

This inventory is intended as an independent and informative guide to both landlord and tenant about the condition of any fixtures, fittings, furniture, contents and decor.

The inventory description enables items to be visually identified only, no attempt has been made to identify any item by its original manufacturer or the period in which it was produced. The inventory clerk preparing the check-in report is not an expert on fabrics, woods, materials, antiques, etc., nor do they purport to be a qualified surveyor. This inventory should not be used as a structural survey report.

Unless otherwise stated, it is accepted that a listed item is in good condition free from any obvious defects, soiling or malfunction, which may constitute a dilapidation assessment on termination of tenancy.

It is important to note that any contents MUST be situated in their respective rooms as specified in this inventory upon termination of the tenancy. Failure to do so can result in delay, this delay may encompass a search fee. This search fee will be additional to the check-out fee.

Clerks do not undertake to move heavy and/or awkward items of furniture.

Inaccessible areas and loft spaces will not be searched or listed in this inventory.

All regulations published by the Department of Trade and Industry / Trading Standard Services and / or similar bodies are the ultimate responsibility of the Instructing Principal. Where the inventory notes FFR label, this should not be interpreted to mean that the item complies with the Furniture & 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 said bodies at the time of the inventory make. It is not a statement that the item can be considered to comply with the regulations. In the event an item may not comply with the regulations due to the absence of a FFR label, the clerk will indicate that an FFR label is not present. Similarly this does not mean the item does not comply with the aforementioned regulations.

All electrical items are considered complete with plugs, bulbs, flexes etc. unless otherwise specified. When practicable to do so all appliances will be tested for power only. This inventory relates only to furniture, furnishings and all of the Landlord's equipment and contents in the property. It is no guarantee of, or report on, the adequacy of, or safety of any such equipment or contents, merely a documented record that such items exist in the property, at the date of the inventory and the superficial condition of the same.

Any household plants, cleaning materials, livestock (pond fish) etc are considered as perishable items and will not be listed.

All measurements given are approximate.

On termination of the tenancy the check-in inventory is rechecked, any discrepancies and / or variations will be reported to the instructing principal. The check out report will indicate damages, missing items, if further cleaning is required, or will include any other information we deem relevant to the tenancy deposit. Such comments will be followed by an 'Orange' action box denoting a liability or an action needed. These should be carefully noted by all parties. Also included in the check out report are observational comments, which in the opinion of the assessor are Fair wear and tear. These comments will NOT be followed by an 'Orange' action box as they are intended for information only and the assessor has deemed comments should not incur a charge. Fair wear and tear is assessed on the length of the tenancy and the type of occupancy, noting that certain items will receive higher usage. It is acknowledged that the contractual terms listed in the tenancy agreement may overrule the opinion of the assessor.

Full Terms and Conditions available upon request.

At Check-Out

At the check-out, a Clerk will attend and the Schedule of Conditions completed. It will be expected that the property will be in a clean condition. No further cleaning will be permitted on commencement of the dilapidation check-out report. All personal items must be removed and the tenants must be ready to vacate the property on completion of the dilapidation check-out report and surrender all property keys. The meters will be read and a forwarding address will be required.

Defects generally fall into the following categories, these are the most common areas and it would be in the tenants' best interest to pay particular attention to following:

1. Carpet soiling - spotting, staining, heavy shading, burn marks.
2. Furniture damage - soiling, staining, breakage, ring marks, scratch marks, liquid marks, dents, chips.
3. Curtains - smoke discolouration, torn, stained, spotted and unlaundered.
4. Mattresses - staining and ripping.
5. Linen - soiling, staining, unlaundered, burn marks, tears.
6. Fireplaces - unauthorised use, unswept, mantle or hearth damage.
7. Wooden Flooring - extreme wear, scrape marks, scratch marks, staining, burn marks.
8. Vinyl flooring - rips, scrapes, staining, pit marks and dent marks.
9. Gardens - unswept patios/paths/driveways, unmaintained borders, bushes and lawns.
10. Swimming Pool - leaf strewn, dirty water, dirty tiles.

Cleaning

Apart from general cleaning of the obvious, listed below are the most common areas missed which are noted at the check-out and listed on the Schedules of Conditions. The following list is intended as a helpful and informative guide only.

all paint work, skirting boards, architraves, picture rails, ceramic tiles, perimeters to floor, carpet edges, windows, sills, secondary glazing, blinds, drawer interiors, kitchen units, shelving, hob, grill, oven, oven door, dishwasher, tumble dryer, appliance filters, rubber seals, defrost freezer, defrost fridge, soap dispenser, light fittings, shades, test all bulbs.

Health & Safety

Gas Safety

Under The Gas Safety (Installation and Use) Regulations 1994, amended by Statutory Instrument 1996, and The Regulations Re-enact 1998 all gas appliances must be checked for safety at intervals of not more than 12 months. The certificate issued must note the date of inspection, defects identified and all remedial work action taken. The main amendment provisions are as follow: (i) Flues must be specifically included in any Gas Check as well as the appliance itself (ii) The gas safety check is only validated if carried out by a registered Gas Safe gas engineer (iii) A safety certificate must be issued and records of inspection must be retained for 2 years (iv) This certificate must be available to a current tenant no more than 28 days from the date of inspection (v) New tenants must be in possession of this certificate before the due date of occupancy. Since January 1996, gas fires, which are installed in bedrooms, must have an Oxygen Depletion Sensor. Ideally these sensors should be fitted in all rooms.

Electrical Safety

Under the Electrical Equipment (Safety) Regulations 1994 and The Plugs & Sockets etc (Safety) Regulations 1994 all electrical installations in tenanted properties must be safe. The regulations apply to portable domestic electrical equipment such as: electric heaters, lamps, televisions, radios, vacuum cleaners, irons, toasters, microwaves, refrigerators, kitchen appliances. Built-in electrical goods are not covered by the regulations. As with the Gas certificate a qualified electrician should carry out an inspection of the tenanted property prior to the due date of occupancy. The same regulations applied to the availability and distribution of the gas certificate should also be applied to the electrical certificate.

Furniture and Furnishings Safety

The Furniture and Furnishings (Fire) (Safety) Regulations 1998 (amended 1989 & 1993) provide items supplied in the course of tenanted properties to comply with the minimum fire resistant test set out within the regulations. The regulations apply to all upholstered furniture, beds, headboards and mattresses, sofa-beds, futons and other convertibles, nursery furniture, fabricated garden furniture, scatter cushions, pillows and additional fabric coverings etc. All furniture manufactured before 1950 is exempt as are curtains, carpets, and bed linen, etc. In practice, items that comply will have a suitable permanent label attached. Furniture manufactured between 1950 and 1983 should be carefully checked. All non-compliant furniture must be removed before the due date of occupancy.

Smoke Alarms

The building Regulations 1991 require that all properties built since 1992 must have mains operated and inter linked smoke alarms fitted on every floor, but it does not cover most tenanted properties. Regulation introduced in 2017 require a least one working smoke alarm on each floor for the start of a tenancy. Similarly a working Carbon Monoxide detector is required within the vicinity of each solid fuel burning appliance (please refer to your gas engineer or installer for appropriate advice regarding location and height of fitting).

1. SCHEDULE OF CONDITION		
Ref	Name	Condition
1.1	General	Keys collected and returned to estate agent. The property appears professionally cleaned. Gas meter image supplied by tenant post check in.
1.2	Doors	Professional level
1.3	Skirting	Professional level
1.4	Woodwork	Professional level
1.5	Paintwork	Professional level
1.6	Window(s)	Professional level
1.7	Flooring	Professional level
1.8	Carpets	Professional level
1.9	Tiles	Professional level
1.10	Linen	N/A
1.11	Curtains/Blinds	Professional level
1.12	Mattresses	N/A
1.13	Hob	Professional level
1.14	Oven	Professional level
1.15	Kitchen	Professional level
1.16	Bathroom	Professional level
1.17	Fireplace	N/A

2. METER READINGS			
Ref	Name	Serial Number & Location	Reading
2.1	Electric Meter	Serial No : K78A 07505 Location : Entrance	21364.9 kWh
2.2	Gas Meter	SO41147	8978

2. METER READINGS (CONT.)



Ref #2



Ref # 2.2

3. KEYS

Ref	Name	Description
3.1	Front Door Security Key	3 Security
3.2	Front Door Cylinder Key	4 Cylinder (1 bottom lock key in kitchen cupboard)
3.3	Back Door Mortice Key	1 Mortice (inside kitchen cupboard)



Ref #3

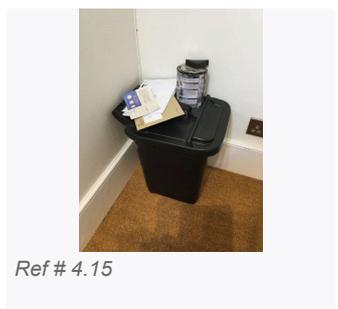
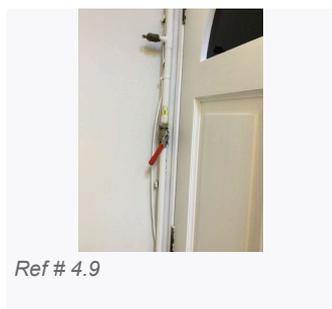
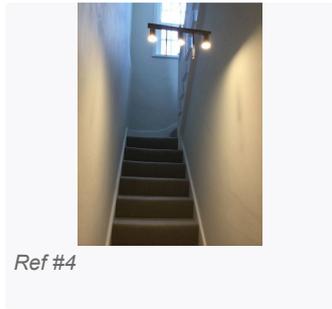
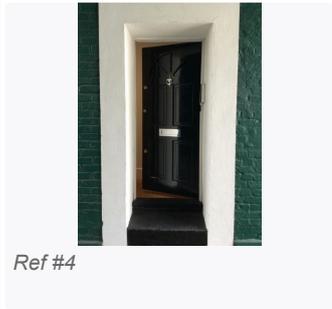
4. ENTRANCE HALLWAY

Ref	Name	Description	Condition	Comments
Doors				
4.1	Threshold	Painted black step		
4.2	Door	Painted black and white panelled door with painted glass panel, 3 locks, chrome letterbox with flap, brushed metal knocker, numerals '56a' painted black, security chain keep and white plastic sensor	Old defects painted over	

4. ENTRANCE HALLWAY (CONT.)				
4.3	Door Frame	Painted white with security chain, white plastic sensor and brass doorbell	Old defects painted over, doorbell not working	
Flooring				
4.4	Miscellaneous	Brown bristle matting		
Walls				
4.5	Skirting	Painted white		
4.6	Wall	Painted off white	Old defects painted over	
4.7	Security	White Risco keypad	Dusty	
4.8	Wall attachments	Painted white double door cupboard housing fusebox and electric meter	Doors not closing fully	
4.9	Wall attachments 2	Gas shut off tap		
Ceiling				
4.10	Ceiling	Painted white		
Lighting				
4.11	Ceiling lighting	Brushed metal fitting with 3 spot lights as fitted		
Sockets				
4.12	Electric light	Brushed metal as fitted		
4.13	Socket outlet	Brushed metal as fitted		
4.14	Telephone jack point	White plastic as fitted		
Furnishings				
4.15	Miscellaneous	1 black plastic bin with lid		
Stairs				
4.16	Carpet	Beige wall to wall fitted	Minor debris	
4.17	Skirting	Painted white	Old defects painted over	
4.18	Walls	Painted off white	Few light scuffs	
4.19	Banister	Painted white	Old defects painted over	
4.20	Banister spindles	Painted white	Old defects painted over	

4. ENTRANCE HALLWAY (CONT.)

4.21	Newel post	Painted white	Old defects painted over	
4.22	Window	Painted white sash window with brushed metal lock and finger pulls		
4.23	Window Sill	Painted white		
4.24	Ceiling	Painted white		



5. LANDING

Ref	Name	Description	Condition	Comments
Flooring				
5.1	Carpet	Beige wall to wall fitted		
Walls				
5.2	Skirting	Painted white		
5.3	Wall	Painted off white		
5.4	Security	White Entryphone		
Ceiling				
5.5	Ceiling	Painted white		
5.6	Smoke detector	White mains fitted	Test button pressed sound emitted	
Lighting				

5. LANDING (CONT.)				
5.7	Ceiling lighting	Single pendant with bulb		
Sockets				
5.8	Electric light	Brushed metal as fitted		
Stairs				
5.9	Carpet	Beige wall to wall fitted		
5.10	Skirting	Painted white		
5.11	Walls	Painted off white	Odd scuffs	
5.12	Banister	Painted white	Old defects painted over	
5.13	Banister spindles	Painted white	Old defects painted over	
5.14	Newel post	Painted white	Old defects painted over	
5.15	Window	Painted white sash window with brushed metal lock and finger pulls		
5.16	Window Sill	Painted white		
5.17	Ceiling	Painted white		



Ref #5



Ref # 5.4

6. RECEPTION				
Ref	Name	Description	Condition	Comments
Doors				

6. RECEPTION (CONT.)				
6.1	Threshold	Metal strip		
6.2	Door	Painted white panelled door with chrome lever handles	Not closing	
6.3	Door Frame	Painted white	Old defects painted over	
Flooring				
6.4	Wooden	Medium wood boards	Scattered light scuffs and marks	
Walls				
6.5	Skirting	Painted white	Old defects painted over	
6.6	Wall	Painted off white	Old defects painted over, few light marks	
6.7	Mirror	Fixed panel	Few scratches	
6.8	Thermostat	Brushed metal digital Nest		
Ceiling				
6.9	Ceiling	Painted white		
Lighting				
6.10	Ceiling lighting	Inset spots as fitted		
Heating				
6.11	Heating	3 white radiators with thermostatic controls		
Sockets				
6.12	Electric light	Brushed metal dimmers as fitted		
6.13	Socket outlet	Brushed metal as fitted		
6.14	Telephone jack point	White plastic as fitted		
6.15	Satellite and / or TV socket	White plastic as fitted		
Window(s)				
6.16	Windows	Painted white sash windows with brushed metal locks and finger pulls		
6.17	Window Sills	Painted white		

6. RECEPTION (CONT.)

6.18	Curtain rail	White runners as fitted		
6.19	Curtains	2 pairs of off white lined length to floor		



Ref #6



Ref # 6.8



Ref # 6.11



Ref # 6.11



Ref # 6.11

7. KITCHEN

Ref	Name	Description	Condition	Comments
Doors				
7.1	Door external	Painted white framed glass panelled double doors with brushed metal lever handles and lock with 2 bolts		
7.2	Door Frame external	Painted white with glass panelled light panel to top		
7.3	Threshold external	Painted white step		
Flooring				
7.4	Wooden	Medium wood boards	Light scratches, minor marks	
Walls				
7.5	Skirting	Painted white		
7.6	Wall	Painted off white	Crack low level	
7.7	Wall 2	White marble panels		

Ceiling

7. KITCHEN (CONT.)				
7.8	Ceiling	Painted white		
7.9	Carbon monoxide detector	White battery operated	Test button pressed sound emitted	
Lighting				
7.10	Ceiling lighting	Inset spots as fitted		
7.11	Unit lighting	Under unit strip lights		
Sockets				
7.12	Socket outlet	Brushed metal as fitted		
7.13	Electric light	Brushed metal as fitted		
Appliances				
7.14	Cooker hood	Grey integrated with mesh panel and lights		
7.15	Hob	Black Bosch 4 ring electric hob		
7.16	Cooker / oven	Integrated Bosch with 1 wire shelf and 1 baking tray with insert		
7.17	Fridge / Freezer	White integrated Bosch with 3 freezer drawers, 3 door shelves, 4 glass shelves and 1 salad drawer with 3 egg holders		
7.18	Dishwasher	Integrated Bosch with 2 wire drawers and cutlery holder		
7.19	Washer / Dryer	White integrated Bosch front loading		
7.20	Boiler	White Vaillant with associated pipework		
Furnishings				
7.21	Kitchen miscellaneous	1 fire blanket 1 fire extinguisher		
7.22	Keys	5 mortice 7 cylinder 1 Yale plastic	1 cylinder for front door, 1 mortice for back door, remaining unknown	
7.23	Manuals	Assorted loose		
Units				

7. KITCHEN (CONT.)

7.24	Kitchen units	Range of grey wall, base and drawer units with kickboards to match		
7.25	Worktop	White marble		
7.26	Sink	Stainless steel 1 and a half bowl with chrome mixer tap and 2 filter plugs		



Ref #7



Ref # 7.14



Ref # 7.15



Ref # 7.16



Ref # 7.16



Ref # 7.17



Ref # 7.18



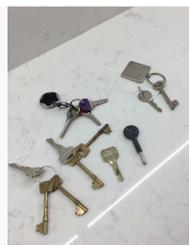
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Ref # 7.21



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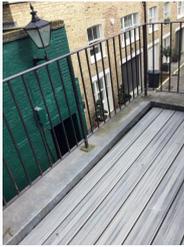
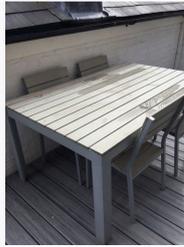
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Ref # 7.26

8. TERRACE

Ref	Name	Description	Condition	Comments
Flooring				

8. TERRACE (CONT.)				
8.1	Decking	Grey composite decking	Light usage marks, scattered light debris	
Walls				
8.2	Wall	Painted white and exposed brickwork	General weathering	
8.3	Wall attachments	Tap		
8.4	Wall attachments 2	Painted black railings	Paint chips, lightly weathered	
Furnishings				
8.5	Table	Grey rectangular slatted on metal frame	Lightly weathered, lightly soiled	
8.6	Chair	Set of 4 to match table	Lightly weathered, lightly soiled	
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<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>Ref # 8.3</p> </div> <div style="text-align: center;">  <p>Ref # 8.4</p> </div> <div style="text-align: center;">  <p>Ref # 8.5</p> </div> <div style="text-align: center;">  <p>Ref # 8.6</p> </div> </div>				

9. LANDING 2				
Ref	Name	Description	Condition	Comments
Flooring				
9.1	Carpet	Beige wall to wall fitted		
Walls				
9.2	Skirting	Painted white	Old defects painted over, minor marks	
9.3	Wall	Painted off white		

9. LANDING 2 (CONT.)				
9.4	Security	White Entryphone		
Ceiling				
9.5	Ceiling	Painted white		
9.6	Smoke detector	White mains fitted	Test button pressed sound emitted	
9.7	Ceiling attachments	Access panel		
Lighting				
9.8	Ceiling lighting	Single pendant with bulb		
Sockets				
9.9	Electric light	Brushed metal as fitted		
 <p>Ref #9</p>				
 <p>Ref # 9.4</p>				

10. STORAGE			
Ref	Name	Description	Condition
10.1	Doors	Painted white flat panelled door with metal knob handle	Not closing against frame
10.2	Door Frame	Painted white	
10.3	Carpet	Beige wall to wall fitted	
10.4	Walls	Painted white	
10.5	Shelves	3 white laminate	

10. STORAGE (CONT.)

10.6	Sockets	White plastic as fitted	
10.7	Stop cock	Tap	
10.8	Ceiling	Painted white	



Ref #10



Ref #10



Ref # 10.7

11. WARDROBE

Ref	Name	Description	Condition	Comments
Doors				
11.1	Door	2 doubles and 1 single grey laminate doors with 1 mirrored panel and top boxes to match		
11.2	Door Frame	Grey laminate		
Flooring				
11.3	Laminate	Grey laminate		
Walls				
11.4	Wall	Grey laminate and painted white	Few scuffs	
11.5	Shelves	Assorted grey laminate with 5 hanging rails		
11.6	Chest of Drawers	Set of 3 built in drawers with medium wood interiors and chrome handles		
Ceiling				

11. WARDROBE (CONT.)

11.7	Ceiling	Grey laminate		
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Ref #11



Ref #11

12. BEDROOM

Ref	Name	Description	Condition	Comments
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Doors

12.1	Door	Painted white panelled door with chrome lever handles		
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12.2	Door Frame	Painted white		
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12.3	Threshold	Metal strip		
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Flooring

12.4	Carpet	Beige wall to wall fitted		
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Walls

12.5	Skirting	Painted white with metal/ rubber doorstopper	Old defects painted over, paint marks to stopper	
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12.6	Wall	Painted off white		
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Ceiling

12.7	Ceiling	Painted white		
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Lighting

12.8	Ceiling lighting	Single pendant with bulb		
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Sockets

12.9	Electric light	Brushed metal dimmer as fitted		
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12.10	Sockets	Brushed metal as fitted		
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12.11	Telephone jack point	White plastic as fitted		
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Window(s)

12. BEDROOM (CONT.)				
12.12	Window	Painted white sash window with brushed metal lock and finger pulls		
12.13	Window Sill	Painted white		
12.14	Blind	White roller blind with metal beaded cord on cleat affixed to wall		
Heating				
12.15	Heating	White radiator	Left cap missing	
 <p>Ref #12</p>				
 <p>Ref # 12.15</p>				

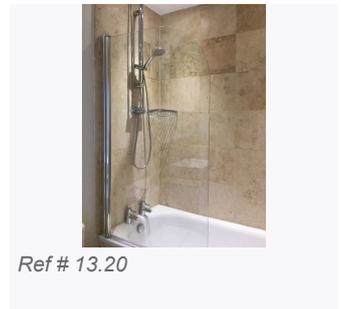
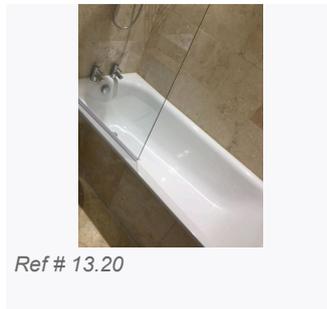
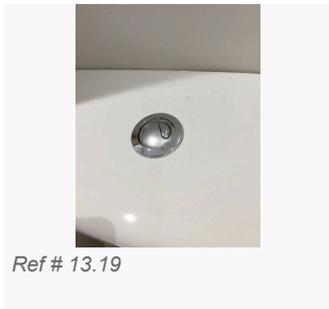
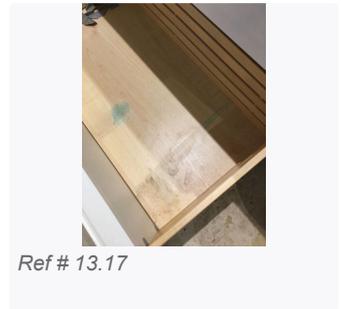
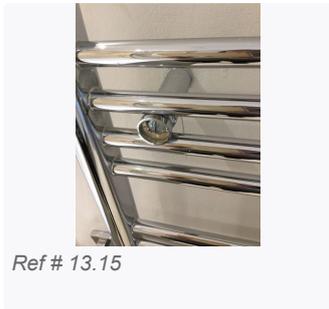
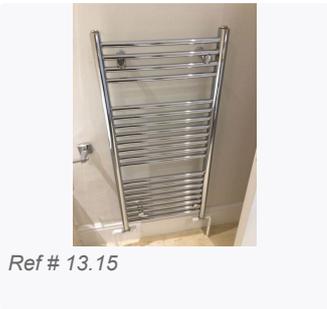
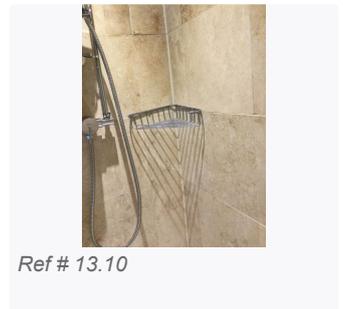
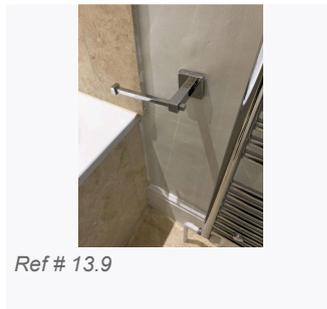
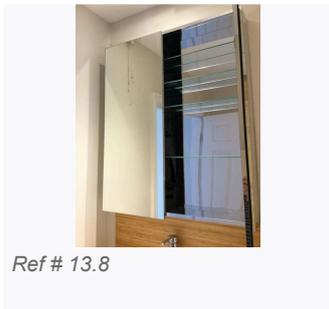
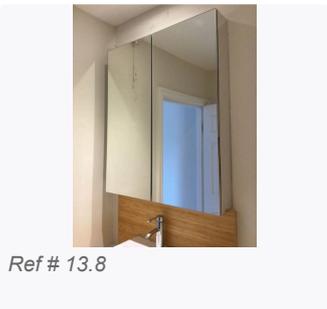
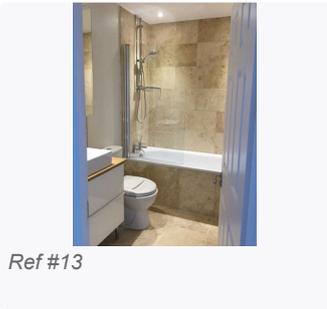
13. BATHROOM				
Ref	Name	Description	Condition	Comments
Doors				
13.1	Door	Painted white panelled door with chrome lever handles and lock with 2 brushed metal double hooks	Light residue on handles	
13.2	Door Frame	Painted white		
13.3	Threshold	Metal strip		
Flooring				
13.4	Tiled	Sandstone rectangular		
Walls				
13.5	Skirting	Painted white	Old defects painted over	

13. BATHROOM (CONT.)				
13.6	Wall	Painted off white		
13.7	Wall (tiled)	Sandstone square		
13.8	Cabinet	Mirrored cabinet with double mirrored doors and 4 glass shelves		
13.9	Toilet roll holder	Chrome wall mounted	Askew	
13.10	Shelves	Chrome wire corner	Leaning	
Ceiling				
13.11	Ceiling	Painted white		
13.12	Ceiling vent	White plastic		
13.13	Ceiling attachments	Painted white access panel	Black marks	
Lighting				
13.14	Ceiling lighting	Inset spots as fitted		
Heating				
13.15	Heating	Chrome heated ladder	1 screw cap missing	
Sockets				
13.16	Socket outlet	Painted white shavers only as fitted		
Suites				
13.17	Basin	White bowl with chrome mixer tap and waste on light wood surround with off white 2 drawer unit	Stains and swelling to bottom drawer interior	
13.18	WC	White with matching seat and lid		
13.19	Cistern	White with chrome dual flush	Not flush to surround, chip above flush	
13.20	Bath	White with chrome taps and pop up waste, chrome wall mounted controls with flexible hose and head on riser bar with parking bracket	Chip to left front edge	
13.21	Bath side panel	Tiled to match flooring		
13.22	Shower screen	Glass D screen with metal brackets and plastic seal		

13. BATHROOM (CONT.)

Furnishings

13.23	Toilet brush	White plastic set	In used condition	
13.24	Miscellaneous	1 plunger 1 squeegee	In used condition	



13. BATHROOM (CONT.)



Ref # 13.20



Ref # 13.23



Ref # 13.24

14. BEDROOM 2

Ref	Name	Description	Condition	Comments
Doors				
14.1	Door	Painted white panelled door with chrome lever handles		
14.2	Door Frame	Painted white	Minor marks low level	
14.3	Threshold	Metal strip		
Flooring				
14.4	Carpet	Beige wall to wall fitted		
Walls				
14.5	Skirting	Painted white	Old defects painted over	
14.6	Wall	Painted off white		
Ceiling				
14.7	Ceiling	Painted white		
Lighting				
14.8	Ceiling lighting	Single pendant with bulb		
Sockets				
14.9	Electric light	Brushed metal dimmer as fitted		
14.10	Sockets	Brushed metal as fitted		
Window(s)				
14.11	Windows	Painted white sash windows with brushed metal locks and finger pulls		
14.12	Window Sills	Painted white		

14. BEDROOM 2 (CONT.)				
14.13	Blinds	2 White roller blinds with metal beaded cords on cleats affixed to walls		
Heating				
14.14	Heating	2 White radiators	1 cap missing left side	
 <p>Ref #14</p>				
 <p>Ref # 14.14</p>				

15. WARDROBE				
Ref	Name	Description	Condition	Comments
Doors				
15.1	Door	3 sets of grey laminate double doors with 1 mirrored panel and top boxes to match		
15.2	Door Frame	Grey laminate		
Flooring				
15.3	Laminate	Grey laminate		
Walls				
15.4	Skirting	Painted white	Old defects painted over	
15.5	Wall	Grey laminate and painted white	Old defects painted over	
15.6	Shelves	Assorted grey laminate with 3 hanging rails		

15. WARDROBE (CONT.)				
15.7	Chest of Drawers	Set of 3 built in drawers with medium wood interiors and chrome handles		
Ceiling				
15.8	Ceiling	Grey laminate		



Ref #15



Ref #15

Declaration

I/We the undersigned, affirm that if I/we do not comment on the Inventory in writing within seven days of receipt of this Inventory then I/we accept the Inventory as being an accurate record of the contents and condition of the property.

Signed by the	
Signatures	
Print Name	
Date	/ /

Signed by the	
Signatures	
Print Name	
Date	/ /