## **INSPECTION SHEET**

At the time that a residential tenancy agreement is entered into, the landlord (or his or her agent) must complete and provide to the tenant two signed copies of an inspection sheet. This sheet should be used to record the condition of the premises and the fixtures, furniture and other contents as described by both the landlord and the tenant. If the tenant disagrees with any of the landlord's assessments he/she can put his/her assessment in the column provided. Use the codes listed below to indicate the condition of the premises.

C = Clean G = Good N = Not working

D = Dirty B = Broken/Damaged F = Fair S = Scratched/Marked

Address of rental premises:

This form should be used for a comparison check when the tenant vacates the premises. If any dispute arises about the condition of the premises that cannot be resolved, either party may contact Consumer and Business Services on 131 882 for information and advice.

## Postcode COMMENCEMENT TERMINATION L = Landlord or Agent DATE T = Tenant **KITCHEN** COMMENTS COMMENTS STOVE TOP GRILLER OVFN SINK/DISPOSAL UNIT CUPBOARDS/DRAWERS BENCH TOPS EXHAUST FAN/VENT FLOOR/COVERING BLINDS/CURTAINS WALLS/DOORS WINDOWS/SCREENS CEILING/LIGHT FITTINGS POWERPOINTS/SWITCHES DISH WASHER OTHER **FURTHER COMMENTS BATHROOM** BATH/SPA BASIN/VANITY SHOWER RECESS SHOWER SCREEN/CURTAIN MIRROR TOWEL RAIL/SOAP HOLDER EXHAUST FAN/VENT FLOOR/COVERING BLINDS/CURTAINS WALLS/DOORS WINDOWS/SCREENS CEILING/LIGHT FITTINGS POWERPOINTS/SWITCHES SHOWER HEAD/ROSE OTHER **FURTHER COMMENTS**

T = Tenant  TOILET  BOWL  SEAT  CISTERN  EXHAUST FAN/VENT  FLOOR/COVERING  BLINDS/CURTAINS  WALLS/DOORS  WINDOWS/SCREENS  CEILING/LIGHT FITTINGS  POWERPOINTS/SWITCHES  OTHER  FURTHER COMMENTS  LAUNDRY  TROUGH  CUPBOARD/S	L T	COMMENTS	L	T	COMMENTS
BOWL SEAT CISTERN EXHAUST FAN/VENT FLOOR/COVERING BLINDS/CURTAINS WALLS/DOORS WINDOWS/SCREENS CEILING/LIGHT FITTINGS POWERPOINTS/SWITCHES OTHER FURTHER COMMENTS  LAUNDRY TROUGH					
SEAT CISTERN EXHAUST FAN/VENT FLOOR/COVERING BLINDS/CURTAINS WALLS/DOORS WINDOWS/SCREENS CEILING/LIGHT FITTINGS POWERPOINTS/SWITCHES OTHER FURTHER COMMENTS  LAUNDRY TROUGH					
CISTERN  EXHAUST FAN/VENT  FLOOR/COVERING  BLINDS/CURTAINS  WALLS/DOORS  WINDOWS/SCREENS  CEILING/LIGHT FITTINGS  POWERPOINTS/SWITCHES  OTHER  FURTHER COMMENTS  LAUNDRY  TROUGH					
EXHAUST FAN/VENT FLOOR/COVERING BLINDS/CURTAINS WALLS/DOORS WINDOWS/SCREENS CEILING/LIGHT FITTINGS POWERPOINTS/SWITCHES OTHER FURTHER COMMENTS  LAUNDRY TROUGH					
FLOOR/COVERING BLINDS/CURTAINS WALLS/DOORS WINDOWS/SCREENS CEILING/LIGHT FITTINGS POWERPOINTS/SWITCHES OTHER FURTHER COMMENTS  LAUNDRY TROUGH					
BLINDS/CURTAINS WALLS/DOORS WINDOWS/SCREENS CEILING/LIGHT FITTINGS POWERPOINTS/SWITCHES OTHER FURTHER COMMENTS  LAUNDRY TROUGH					
WALLS/DOORS WINDOWS/SCREENS CEILING/LIGHT FITTINGS POWERPOINTS/SWITCHES OTHER FURTHER COMMENTS  LAUNDRY TROUGH					
WINDOWS/SCREENS CEILING/LIGHT FITTINGS POWERPOINTS/SWITCHES OTHER FURTHER COMMENTS  LAUNDRY TROUGH					
CEILING/LIGHT FITTINGS POWERPOINTS/SWITCHES OTHER FURTHER COMMENTS  LAUNDRY TROUGH					
POWERPOINTS/SWITCHES OTHER FURTHER COMMENTS  LAUNDRY TROUGH					
OTHER FURTHER COMMENTS  LAUNDRY TROUGH					
FURTHER COMMENTS  LAUNDRY TROUGH					
LAUNDRY TROUGH					
LAUNDRY TROUGH				l	
TROUGH	1				
TROUGH		1		1	T
COI DOMND/S					
EXHAUST FAN/VENT					
FLOOR/COVERING					
BLINDS/CURTAINS					
WALLS/DOORS					
WINDOWS/SCREENS					
CEILING/LIGHT FITTINGS					
POWERPOINTS/SWITCHES					
OTHER					
FURTHER COMMENTS		1			
TORTHER COMMERTS					
PEDDOOM 4		T		1	Г
BEDROOM 1 BUILT-INS					
FLOOR/COVERING					
BLINDS/CURTAINS					
WALLS/DOORS					
WINDOWS/SCREENS					
CEILING/LIGHT FITTINGS					
POWERPOINTS/SWITCHES					
OTHER					
FURTHER COMMENTS	l	1		1	
ENSUITE					
BASIN/VANITY/MIRROR					
SHOWER RECESS					
SHOWER SCREEN/CURTAIN					
TOWEL RAIL/SOAP HOLDER					
TOILET BOWL					
TOILET SEAT					
CISTERN					
EXHAUST FAN/VENT					
FLOOR/COVERING					
BLINDS/CURTAINS					
WALLS/DOORS					
WINDOWS/SCREENS					
SHOWER HEAD/ROSE					
CEILING/LIGHT FITTINGS					
POWERPOINTS/SWITCHES					
OTHER					
FURTHER COMMENTS					
				1	
BEDROOM 2					
BUILT-INS					
FLOOR/COVERING					

L = Landlord or Agent T = Tenant			COMMENCEMENT		TERMINATION						
BEDROOM (Cont)	L	Т	COMMENTS	L	Т	COMMENTS					
BLINDS/CURTAINS											
WALLS/DOORS											
WINDOWS/SCREENS											
CEILING/LIGHT FITTINGS											
POWERPOINTS/SWITCHES											
OTHER											
FURTHER COMMENTS		•									
BEDROOM 3											
BUILT-INS											
FLOOR/COVERING											
BLINDS/CURTAINS											
WALLS/DOORS											
WINDOWS/SCREENS											
CEILING/LIGHT FITTINGS											
POWERPOINTS/SWITCHES											
OTHER											
FURTHER COMMENTS		1	<u> </u>		I						
LOUNGE ROOM											
HEATING SYSTEM											
FLOOR/COVERING											
BLINDS/CURTAINS											
WALLS/DOORS											
WINDOWS/SCREENS											
CEILING/LIGHT FITTINGS											
POWERPOINTS/SWITCHES											
OTHER											
FURTHER COMMENTS											
OTHER ROOM 1											
BUILT-INS											
FLOOR/COVERING											
BLINDS/CURTAINS											
WALLS/DOORS											
WINDOWS/SCREENS											
CEILING/LIGHT FITTINGS											
POWERPOINTS/SWITCHES											
OTHER											
FURTHER COMMENTS			I								
OTHER ROOM 2											
BUILT-INS											
FLOOR/COVERING											
BLINDS/CURTAINS											
WALLS/DOORS											
WINDOWS/SCREENS											
CEILING/LIGHT FITTINGS											
POWERPOINTS/SWITCHES											
OTHER											
FURTHER COMMENTS											
EVTEDIOR		1	I		1						
EXTERIOR LETTERBOX											
EXTERNAL AWNINGS											
SECURITY/SCREEN DOORS											
CONCRETE FOOTPATHS											
		ļ									
GARDEN (FRONT)											
LAWN (FRONT)	1										

L = Landlord or Agent	COMMENCEMENT							TERMINATION							
T = Tenant  EXTERIOR (Cont)	L	Т			MMO	ENTS			L	Т		COM	MENTS		
GARDEN (BACK)		•			CIVIIVII				_	•		CON	IIII LIVIO	'	
LAWN (BACK)															
GARDEN HOSE/FITTINGS															
WATERING SYSTEM															
DRIVEWAY															
TELEVISION ANTENNA															
WATER SOFTENER															
CLOTHESLINE															
GARBAGE BIN															
GUTTERS															
OTHER															
FURTHER COMMENTS		•									1				
		_	1							1					
GARAGE/CARPORT FLOOR															
WALLS/DOORS															
WALLS/DOOKS WINDOWS/SCREENS															
SHELVES															
CEILING/LIGHT FITTINGS															
POWERPOINTS/SWITCHES															
OTHER															
FURTHER COMMENTS															
TORTILE COMMENTS															
SHED															
FLOOR															
WALLS/DOORS															
WINDOWS/SCREENS															
SHELVES															
CEILING/LIGHT FITTINGS															
POWERPOINTS/SWITCHES															
OTHER															
FURTHER COMMENTS															
			1							ı					
GENERAL SMOKE DETECTORS															
SECURITY SYSTEM															
REMOTE CONTROLS															
ROLLER SHUTTERS															
OTHER															
FURTHER COMMENTS															
TORTHER COMMENTS															
WATER READING	·I					Man	uale o	r writt	en or d	oral inc	structions f	for the	oneratio	on of	
AT COMMENCEMENT:					KL						en provid				
AT TERMINATION:							-	-	ded to	the te	nant at the	e comn	nencem	ent	
							e tena	-							
TOTAL CONSUMPTION					KL	An ir	ntorma	ation b	rochu	re has	been prov	/ided to	the te	nant	
I have noted the condition	on of th	e pren	nises a	t the co	mme	ncem	<b>ent</b> of	the te	enancy	<b>'</b> :					
LANDLORD/S OR AGE	NT'S S	SIGNA	TURE:								Dated:				
TENANT/S SIGNATURI	E										Dated:				
I have noted the condition	on of th	e pren	nises a	t the <b>te</b> i	rmina	tion c	of the t	enand	CV:						
LANDLORD/S OR AGE		•							•		Dated:				
TENANT/S SIGNATURE			. UILL.								Dated.				