Condition report - Residential rental agreement

Residential Tenancies Act 1997 Section 35(1B)
Residential Tenancies Regulations 2021 Regulation 18

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This page provides information about a condition report and how to complete a condition report at the beginning and end of the rental agreement.

- A condition report must be completed at the start of every residential rental agreement (rental agreement). It is important that the renter completes this report in detail as it records the state of the premises at the start of the rental agreement.
- Keep the condition report in a safe place. It will help to resolve disputes over cleaning, damage, safety or missing items at the end of the agreement.
- Take photos that show the condition of items, fixtures and fittings. Fixtures and fittings are items considered to be part of the premises. Photos should be taken at the beginning and at the end of the tenancy.
- The renter and the residential rental provider (rental provider) or agent should sign and date all extra pages.
- Renters can fill in a condition report and give it to their rental provider if they are not given one.

At the start of a rental agreement

At the start of a rental agreement and before the renter moves into the premises, the rental provider or their agent must:

- fill in, sign and date the condition report;
- add extra pages to the report if there is not enough room when listing items;
- give two copies of the signed report to the renter to fill in their part (or one copy if sending electronically).

At the start of a rental agreement, renters must:

- fill in, sign and date the report within **5 business days** after moving in. A completed report can help describe the condition of the property, if there is a later dispute about the renter's responsibility for damage or cleaning.

When filling out the condition report, the renter should:

- include comments where they disagree with the description of an item and note anything which seems unsafe, insecurely fixed or needs repair.

  Note: where the condition report lists something needing repair, this provides the rental provider with written notice of the issue. If the rental provider does not carry out the repairs within a reasonable period of time, the renter can apply to the Victorian Civil and Administrative Tribunal (VCAT) for an order requiring the repairs to be carried out.
- take photos that show the condition of items - especially if the renter does not agree with what is on the form. Identify the location in which the photo is taken, including the date, and send a copy to the agent or rental provider together with the amended condition report.
- tell the rental provider or their agent about any defect that could be a threat to safety. For more information on reporting safety issues, see the Renters Guide or the Consumer Affairs Victoria renting web pages - www.consumer.vic.gov.au/renting.

At the end of the rental agreement

At the end of a rental agreement, the rental provider or their agent must:

- complete the final inspection and fill in the condition report within **10 days** after the end date on the agreement.
- give the renter an opportunity to attend the inspection if possible.
- allow for fair wear and tear as this does not count as damage caused by the renter.

Note: Where the renter is a victim of family or personal violence, VCAT may order that they not be held liable for any loss or damage caused by the alleged perpetrator of that violence.

Correcting a condition report

Renters may not be able to see if all the items in the condition report are working when they fill in the report. If they subsequently find that something is not working or in poor repair, renters can apply to VCAT to correct the report. This must be done within **30 days** of the start date of the rental agreement. VCAT may order that the condition report be amended.

Help or further information

For further information, visit the renting section – Consumer Affairs Victoria website at www.consumer.vic.gov.au/renting or call the Consumer Affairs Victoria on **1300 55 81 81**

Telephone interpreter service

If you have difficulty understanding English, contact the Translating and Interpreting Service (TIS) on 131 450 (for the cost of a local call) and ask to be put through to an Information Officer at Consumer Affairs Victoria on 1300 55 81 81.

Arabic

إذا كان لديك صعوبة في فهم اللغة الإنكليزية، اتصل بخدمة الترجمة التحريرية والشفوية (TIS) على الرقم 131 450 (بكلفة مكالمة محلية) واطلب أن يوصلوك بموظف معلومات في دائرة شؤون المستهلك في فكتوريا على الرقم 1300 55 81 81.

Turkish İngilize anlamakta güçlük çekiyorsanız, 131 450'den (şehir içi konuşma ücretine) Yazılı ve Sözlü Tercümanlık Servisini (TIS) arayarak 1300 55 81 81 numerali telefondan Victoria Tüketici İşleri'ni aramalarını ve size bir Danişma Memuru ile görüştürmelerini isteyiniz.

Vietnamese Nếu quí vị không hiểu tiếng Anh, xin liên lạc với Dịch Vụ Thông Phiên Dịch (TIS) qua số 131 450 (với giá biểu của cú gọi địa phương) và yêu cầu được nối đường dây tới một Nhân Viên Thông Tin tại Bộ Tiêu Thụ Sự Vụ Victoria (Consumer Affairs Victoria) qua số 1300 55 81 81.

Somali Haddii aad dhibaato ku qabto fahmida Ingiriiska, La xiriir Adeega Tarjumida iyo Afcelinta (TIS) telefoonka 131 450 (qiimaha meesha aad joogto) weydiisuna in lagugu xiro Sarkaalka Macluumaadka ee Arrimaha Macmiilaha
Fiktooriya tel: 1300 55 81 81.

Chinese 如果您聽不大懂英語，請打電話給口譯和筆譯服務處，電話：131 450（祇花費一個普通電話費），讓他們幫您接通維多利亞消費者事務處（Consumer Affairs Victoria）的信息官員，電話：1300 55 81 81。

Serbian Ако вам је тешко да разумете енглески, назовите Службу преводилаца и тумача (Translating and Interpreting Service – TIS) на 131 450 (по цену локалног позива) и замолите их да вас повежу са Службеником за информације (Information Officer) у Викторијској Служби за потрошачка питања (Consumer Affairs Victoria) на 1300 55 81 81.

Amharic በእንግሊዝኛ ቋንቋ ለመረዳት ችግር ካለብዎ የአስተርጓሚ አገልግሎትን (TIS) በስልክ ቁጥር 131 450 (በአካባቢ ስልክ ጥሪ ሂሳብ) በመደወል ለቪክቶሪያ ደንበኞች ጉዳይ ቢሮ በስልክ ቁጥር 1300 55 81 81 ደውሎ ከመረጃ አቅራቢ ሠራተኛ ጋር እንዲያገናኝዎት መጠየቅ።

Dari

اگر شما مشکل دانستن زبان انگلیسی دارید، با اداره خدمات ترجمانی تحریری و شفاهی (TIS)به شماره 131 450 به قیمت مخابره محلی تماس بگیرید و بخواهید که شما را به کارمند معلومات دفتر امور مهاجرین ویکتوریا به شماره 1300 55 81 81 ارتباط دهد.

Croatian Ako nerazumijete dovoljno engleski, nazovite Službu tumača i prevoditelja (TIS) na 131 450 (po cijeni mjesnog poziva) i zamolite da vas spoje s djelatnikom za obavijesti u Consumer Affairs Victoria na 1300 55 81 81.

Greek Αν έχετε δυσκολίες στην κατανόηση της αγγλικής γλώσσας, επικοινωνήστε με την Υπηρεσία Μετάφρασης και Διερμηνείας (TIS) στο 131 450 (με το κόστος μιας τοπικής κλήσης) και ζητήστε να σας συνδέσουν με έναν Υπάλληλο Πληροφοριών στην Υπηρεσία Προστασίας Καταναλωτών Βικτώριας (Consumer Affairs Victoria) στον αριθμό 1300 55 81 81.

Italian Se avete difficoltà a comprendere l'inglese, contattate il servizio interpreti e traduttori, cioè il Translating and Interpreting Service (TIS) al 131 450 (per il costo di una chiamata locale), e chiedete di essee messi in comunicazione con un operatore addetto alle informazioni del dipartimento "Consumer Affairs Victoria" al numero 1300 55 81 81.

Condition report - Residential rental agreement

Residential Tenancies Act 1997

CONSUMER AFFAIRS VICTORIA

Part A

1. This condition report is evidence of the general condition of the premises at the START of a rental agreement

Date of condition report: 09 Sep 2023

2. Address of rented premises

19 Van Kleef Circuit, Melbourne — Postcode: 3000

3. Rental provider details

Full name 1: Mark John

Full name 2:

Agent's company name (if applicable):

4. Renter details

Full name of **renter/s**: Mrs Mary Lewis

Full name of **renter 2**:

Full name of **renter 3**:

Full name of **renter 4**:

5. Important notes

Rental providers and renters should take photos of the premises. They should be taken close-up to show the detail regarding the structure, fixtures or fittings being photographed and at a distance for perspective.

Photos should be dated, labelled and attached to this condition report, in hard copy or electronically; they should identify the location or room. Photos may be useful in a dispute about the condition of the property

Part B – Start of rental agreement condition report

RENTAL PROVIDER/AGENT to complete these columns	RENTER to complete these columns
• **For each item select all that apply** and provide relevant comments	• Indicate if you agree with the rental provider's assessment. Provide comments against each item if you disagree, feel that something is unsafe or want to add more details.

Room and item	Clean	Undamaged	Working	Rental provider's/agents comments	Agree? Y/N	Renter's Comments
Front Gardens				Garden neat and tidy. Lawn could do with weed spray and fertiliser.		
Driveway	**N**	**Y**	**Y**	Some oil stains which could be jet cleaned		
Paving	**Y**	**Y**	**Y**	Clear of weeds		
Garden	**Y**	**Y**	**Y**	Black mulch laid which looks good		
Grass	**Y**	**Y**	**Y**	Mowed and edged		
Verandah	**Y**	**Y**	**Y**	Gutter replaced last winter no further leaking reported		
Letterbox/Street Number	**Y**	**Y**	**Y**	Numbering, clear and letterbox all good		
Gutters/Downpipes	**Y**	**Y**	**Y**	Clear of leaves, no problems to report		
Watering System	**Y**	**Y**	**Y**	Retic needs to be serviced this summer		
Entry/Exterior				Render chipped on front pillar		
Door	**Y**	**Y**	**Y**	Frosting film installed on front door		
Screen Door/Security Door	**Y**	**Y**	**Y**	Secure and working		
Entry Lighting	**Y**	**Y**	**Y**	Single downlights at entrance, tested and working		
Bricks	**Y**	**Y**	**Y**	Issues with render on front pillar. Refer photo.		
Garage				Roller door working and three remotes tested		
Outside	**Y**	**Y**	**Y**			
Floor	**Y**	**Y**	**Y**	Clean, no oil marks		
Walls	**Y**	**Y**	**Y**			
Ceiling	**Y**	**Y**	**Y**	No cobwebs		
Lighting	**Y**	**Y**	**Y**	Fluro light with cover		
Points	**Y**	**Y**	**Y**			
Other	**Y**	**Y**	**Y**			
Lounge				Neat and tidy		

Room and item	Clean	Undamaged	Working	Rental provider's/agents comments	Agree? Y/N	Renter's Comments
Door	**Y**	**Y**	**Y**	Double doors painted white		
Floor	**Y**	**Y**	**Y**	Carpet freshly cleaned		
Skirting	**Y**	**Y**	**Y**			
Walls	**Y**	**Y**	**Y**	Painted white		
Blinds	**Y**	**Y**	**Y**	Wiped clean		
Ceiling	**Y**	**Y**	**Y**	Painted white with no marks		
Lighting	**Y**	**Y**	**Y**	4 down lights all working, dimmer working		
Points	**Y**	**Y**	**Y**			
Corded Blinds and Window Coverings	**Y**	**Y**	**Y**			
Windows/Window Safety Devices	**Y**	**Y**	**Y**			
Ceiling Fan/Air Conditioner	**Y**	**Y**	**Y**	Tested and working		
Other	**Y**	**Y**	**Y**			
Bathroom 1				Clean and tiles wiped clean		
Door	**Y**	**Y**	**Y**	Towel hook behind door		
Floor	**Y**	**Y**	**Y**	Tiles clean		
Walls	**Y**	**Y**	**Y**	Painted white		
Ceiling	**Y**	**Y**	**Y**	freshly painted white		
Lighting	**Y**	**Y**	**Y**			
Points	**Y**	**Y**	**Y**			
Windows/Window Safety Devices	**Y**	**Y**	**Y**			
Sink/Taps	**Y**	**Y**	**Y**			
Toilet	**Y**	**Y**	**Y**			
Shower/Bath/Taps	**Y**	**Y**	**Y**			
Mirror/Cabinet/Vanity	**Y**	**Y**	**Y**			
Towel Rails	**Y**	**Y**	**N**	Rail loose, handle requires tightening		
Toilet Roll Holder	**Y**	**Y**	**Y**			
Heating/Exhaust	**Y**	**Y**	**Y**	Tested and working		

Room and item	Clean	Undamaged	Working	Rental provider's/agents comments	Agree? Y/N	Renter's Comments
Fan/Vent						
Corded Blinds and Window Coverings	**Y**	**Y**	**Y**			
Other	**Y**	**Y**	**Y**			
Bathroom 2				A lovely inspection, no problems to report		
Door	**Y**	**Y**	**Y**			
Floor	**Y**	**Y**	**Y**			
Walls	**Y**	**Y**	**Y**			
Ceiling	**Y**	**Y**	**Y**			
Lighting	**Y**	**Y**	**Y**			
Points	**Y**	**Y**	**Y**			
Windows/Window Safety Devices	**Y**	**Y**	**Y**			
Sink/Taps	**Y**	**Y**	**Y**			
Toilet	**Y**	**Y**	**Y**			
Shower/Bath/Taps	**Y**	**Y**	**Y**			
Mirror/Cabinet/Vanity	**Y**	**Y**	**Y**			
Towel Rails	**Y**	**Y**	**Y**			
Toilet Roll Holder	**Y**	**Y**	**Y**			
Heating/Exhaust Fan/Vent	**Y**	**Y**	**Y**			
Corded Blinds and Window Coverings	**Y**	**Y**	**Y**			
Other	**Y**	**Y**	**Y**			
Bedroom 1				Neat and tidy		
Door	**Y**	**Y**	**Y**	painted white		
Floor	**Y**	**Y**	**Y**	carpet clean, no stains		
Lighting	**Y**	**Y**	**Y**	tested and working		
Windows/Window Safety Devices	**N**	**Y**	**Y**	Windows need cleaning		
Bedroom 2						

Room and item	Clean	Undamaged	Working	Rental provider's/agents comments	Agree? Y/N	Renter's Comments
Door	**Y**	**Y**	**Y**			
Floor	**Y**	**Y**	**Y**			
Skirting	**Y**	**Y**	**Y**			
Walls	**Y**	**Y**	**Y**			
Ceiling	**Y**	**Y**	**Y**			
Lighting	**Y**	**Y**	**Y**			
Points	**Y**	**Y**	**Y**			
Corded Blinds and Window Coverings	**Y**	**Y**	**Y**			
Wardrobe/Drawers/ Shelves	**Y**	**Y**	**Y**			
Windows/Window Safety Devices	**Y**	**Y**	**Y**			
Ceiling Fan/Air Conditioner	**Y**	**Y**	**Y**			
Other	**Y**	**Y**	**Y**			
Bedroom 3						
Door	**Y**	**Y**	**Y**			
Floor	**Y**	**Y**	**Y**			
Skirting	**Y**	**Y**	**Y**			
Walls	**Y**	**Y**	**Y**			
Ceiling	**Y**	**Y**	**Y**			
Lighting	**Y**	**Y**	**Y**			
Points	**Y**	**Y**	**Y**			
Corded Blinds and Window Coverings	**Y**	**Y**	**Y**			
Wardrobe/Drawers/ Shelves	**Y**	**Y**	**Y**			
Windows/Window Safety Devices	**Y**	**Y**	**Y**			
Ceiling Fan/Air Conditioner	**Y**	**Y**	**Y**			

Room and item	Clean	Undamaged	Working	Rental provider's/agents comments	Agree? Y/N	Renter's Comments
Other	**Y**	**Y**	**Y**			
Kitchen/Meals				Pantry sensor light, not working and pantry door, scraping on floor		
Bench	**Y**	**Y**	**Y**	No noted marks		
Oven	**Y**	**Y**	**Y**	Well cleaned		
RHood	**Y**	**Y**	**Y**	Free from grease		
Pantry	**Y**	**N**	**N**	Pant light sensor is not working and the pantry door is scraping on the wooden floor. It requires adjusting		
Theatre Room				Carpet clean, no stains		
Door	**Y**	**Y**	**Y**	Double doors painted white		
Floor	**Y**	**Y**	**Y**	Carpet has no stains		
Walls	**Y**	**Y**	**Y**	No marks		
Ceiling	**Y**	**Y**	**Y**	Painted white		
Lighting	**Y**	**Y**	**Y**	Dimmers installed		
Dining				A lovely inspection, no problems to report		
Door	**Y**	**Y**	**Y**			
Floor	**Y**	**Y**	**Y**			
Skirting	**Y**	**Y**	**Y**			
Walls	**Y**	**Y**	**Y**			
Ceiling	**Y**	**Y**	**Y**			
Lighting	**Y**	**Y**	**Y**			
Points	**Y**	**Y**	**Y**			
Windows/Window Safety Devices	**Y**	**Y**	**Y**			
Corded Blinds and Window Coverings	**Y**	**Y**	**Y**			
Ceiling Fan/Air Conditioner	**Y**	**Y**	**Y**			
Other	**Y**	**Y**	**Y**			
Toilet				No problems to report		
Door	**Y**	**Y**	**Y**			
Floor	**Y**	**Y**	**Y**			

Room and item	Clean	Undamaged	Working	Rental provider's/agents comments	Agree? Y/N	Renter's Comments
Walls	**Y**	**Y**	**Y**			
Toilet	**Y**	**Y**	**Y**			
Roll Holder	**Y**	**Y**	**Y**			
Ceiling	**Y**	**Y**	**Y**			
Lighting	**Y**	**Y**	**Y**			
Windows/Window Safety Devices	**Y**	**Y**	**Y**			
Sink	**Y**	**Y**	**Y**			
Corded Blinds and Window Coverings	**Y**	**Y**	**Y**			
Other	**Y**	**Y**	**Y**			
Laundry				The paint is peeling along the walls, this indicates damp from dryer, as it is not ventilated.		
Walls	**Y**	**Y**	**Y**	Paint peeling and requires repainting		
Trough	**Y**	**N**	**Y**	Showing signs of rust		
Rear Gardens				Neat and tidy		
Paving	**Y**	**Y**	**Y**	Clear of weeds		
Grass	**Y**	**Y**	**Y**	Some holes where the dog has dug , but otherwise very neat the grass has been mowed and edged.		
Security/Safety				Security doors or working House alarm tested and working		
Smoke Alarms	**Y**	**Y**	**Y**	tested and working		
RCD/Safety Switch	**Y**	**Y**	**Y**	Compliant with regulations		

Part C – For start of rental agreement only

6. Communications

Yes	A telephone line is connected to the site
Yes	An internet line is connected to the site
Yes	The site is connected to the national broadband network (NBN)

Describe NBN connection	Cable
Location of NBN connection	Front Left

7. Information regarding safety

The rental provider must keep records of gas and electrical safety checks.
The renter can request records of these safety checks.

Date of last compliance check for pool barrier	4/7/23
Date of last smoke alarm test	3/3/23
Date of last electrical safety check	3/3/23
Date of last gas safety check	3/3/23

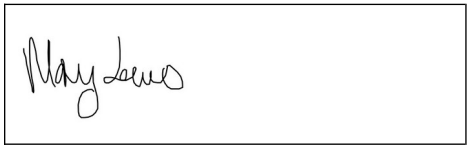
Part D – Signatures

Rental provider/agent

Signature of rental provider/agent	
Date	4 Sep 2023

Renter(s)

All renters must sign this condition report

Signature of renter 1	
Date	4 Sep 2023
Signature of renter 2	
Date	
Signature of renter 3	
Date	
Signature of renter 4	
Date	

View your photos/videos online via Gallery Link

Media

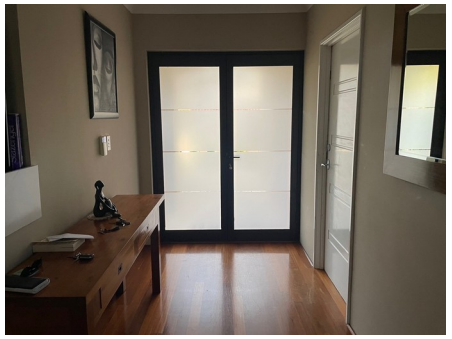
Front Gardens :
Photo Taken : 09/08/2023



Front Gardens :
Video Taken : 01/09/2023



Entry/Exterior :
Photo Taken : 09/08/2023



Entry/Exterior :
Photo Taken : 09/08/2023



Garage :
Photo Taken : 09/08/2023



Bathroom 1 :
Photo Taken : 09/08/2023



Bedroom 1 :
Photo Taken : 09/08/2023



Kitchen/Meals :
Photo Taken : 09/08/2023



Laundry :
Photo Taken : 09/08/2023



Rear Gardens :
Photo Taken : 09/08/2023



Rear Gardens :
Photo Taken : 09/08/2023



Rear Gardens :
Video Taken : 09/08/2023

