



# Condition Report

## Residential Tenancies Act 1997



### What the landlord/agent has to do

Before the tenant moves into the premises the landlord/agent must:

1. Complete the landlord/agent section of this form.
2. Sign and date the form. You may wish to photocopy the form for your records before giving to the tenant.
3. Give the form to the tenant to complete. Inform the tenant they have three business days to complete, sign and return the landlord's/agent's copy of this report.
4. At the end of the tenancy, complete the exit report on the back of the landlord's copy.

### What the tenant has to do

1. You must complete and sign this form and any attachments and return it to the landlord or agent **within three business days** of moving into the premises. **If you fail to complete this report accurately you may have difficulty claiming your full bond back at the end of the tenancy.**
2. Inspect the premises and complete the tenant section of this form. Make a comment where you disagree with the landlord's/agent's description of an item.
3. Sign and date the form.
4. Tear off the top copy and return it to the landlord or agent.
5. Keep the tenant's copy as a record.

### Important information for landlords and tenants

- This form is printed on carbonless paper and will produce copies for the landlord and tenant. To fill out the form, place on a hard surface and write firmly.
- If a bond is taken, you **must** complete a Condition Report at the start of each tenancy. If a bond is not taken it is strongly recommended you still complete a Condition Report.
- This report is an **important written record** of the condition of the premises. Both the landlord or agent and the tenant should keep signed copies for future reference. It may be used as evidence in any dispute about cleaning, damage, safety or missing items. It is vital that you complete the report comprehensively and note anything which seems unsafe or insecurely fixed. For examples of unsafe situations, see the section on Condition Reports in Renting a home: a guide for tenants.
- If you do not have enough space to list all items you want covered in this report, attach a separate sheet. **All attachments should be signed and dated by both the landlord or agent and the tenant** to show that both parties have read and agree to any attachments. Both the landlord or agent and the tenant should keep copies of any attachments for future reference.
- If you need advice on your rights and responsibilities, then ring the Consumer Affairs Helpline on 1300 55 81 81 **before** completing and signing the Condition Report.
- *Condition Reports* are available free of charge from Consumer Affairs Victoria.





Please print neatly

Address of premises	200 Hampden Road, Nedlands		Postcode 6009
Name of landlord	Grace Green	Name of agent(if applic)	Nicky
Name of tenant(s)	Mark Lester		

<b>Landlord / agent section</b>				<b>Tenant section</b>	
Each item has been given a column description of 'clean', 'undamaged', 'working'. Tick each column that applies to the item and make any necessary comments.				If you disagree with the landlord's/agent's report of an item, make a comment in this section. You should also note here anything which seems unsafe or may be an injury risk.	
Room And Item	Clean	Undamaged	Working	Landlord/agent comments	Tenant comments
<b>Front Gardens</b>				gardens require weeding	
Driveway					
Paving				Clear of weeds	
Garden	✓	✓	✓	Prune roses	
Grass	✓	✓	✓	Mowed	
Fence	✓	✗	✓	Requires painting	
Verandah	✓	✗	✓	Render crumbling	
Carport					
Letterbox/Street Number	✓	✗	✓	Requires painting. See photo	
Gutters/Downpipes					
<b>Rear Gardens</b>				A lovely inspection, no problems to report	
Paving				Clear of weeds	
<b>Garage</b>					
Outside					
Floor					
Walls					
Ceiling					
Lighting					
Points					
<b>Entry/Exterior</b>				Veranda wall needs render and painting	
Door					

When complete, return this copy to landlord or agent



<b>Landlord / agent section</b>				<b>Tenant section</b>	
Each item has been given a column description of 'clean', 'undamaged', 'working'. Tick each column that applies to the item and make any necessary comments.				If you disagree with the landlord's/agent's report of an item, make a comment in this section. You should also note here anything which seems unsafe or may be an injury risk.	
<b>Room And Item</b>	<b>Clean</b>	<b>Undamaged</b>	<b>Working</b>	<b>Landlord/agent comments</b>	<b>Tenant comments</b>
Screen Door/Security Door	✓	✓	✓	Secure and working	
Windows/Window Safety Devices					
Floor					
Skirting					
Walls					
Ceiling					
Entry Lighting				Security sensor light working	
Points					
Corded Blinds and Window Coverings					
Bricks					
<b>Kitchen/Meals</b>				<b>Pantry sensor light not working</b>	
Floor					
Skirting					
Walls					
Ceiling					
Lighting				Pantry sensor not working	
Points	✓	✓	✓		
Windows/Window Safety Devices					
Bench	✓	✓	✓	No noted markings	
Cupboard	✓	✓	✗	Hing problems	
Drawer					
Sink					

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<b>Landlord / agent section</b>				<b>Tenant section</b>	
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<b>Room And Item</b>	<b>Clean</b>	<b>Undamaged</b>	<b>Working</b>	<b>Landlord/agent comments</b>	<b>Tenant comments</b>
Oven					
StoveTop					
RHood					
Pantry					
D/washer					
Corded Blinds and Window Coverings					
<b>Theatre</b>				Carpet has texta stain	
Power Sockets	✓	✓	✓	Smart wired with cable	
Walls	✓	✓	✓	Freshly painted	
Lights	✓	✓	✗	2 down lights need new globes	
Carpets	✗	✓	✓	Require a clean	
<b>Lounge</b>				Carpet require cleaning	
Door					
Floor	✗	✓	✓	Carpet requires cleaning	
Skirting					
Walls	✓	✓	✓	Freshly painted	
Blinds	✗	✓	✓	Require cleaning	
Ceiling	✓	✓	✓	Freshly painted	
Lighting	✓	✓	✓	All lights working	
Points					
Corded Blinds and Window Coverings					
Windows/Window Safety Devices					
Ceiling Fan/Air Conditioner	✓	✓	✗	Requires servicing	

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<b>Room And Item</b>	<b>Clean</b>	<b>Undamaged</b>	<b>Working</b>	<b>Landlord/agent comments</b>	<b>Tenant comments</b>
<b>Bathroom 1</b>					
Door	✓	✓	✓		
Floor	✓	✓	✓	All tiles wiped clean, area neatly presented.	
Walls					
Ceiling					
Lighting					
Points					
Windows/Window Safety Devices					
Sink/Taps	✓	✓	✗	tap(s) leaking	
Toilet					
Shower/Bath/Taps	✓	✓	✓	Wet areas are clean and tidy.	
Mirror/Cabinet/Vanity					
Towel Rails	✓	✓	✗	Requires new rail	
Toilet Roll Holder					
Heating/Exhaust Fan/Vent	✓	✓	✗	Heat globe not working	
Corded Blinds and Window Coverings					
<b>Bathroom 2</b>					
Door					
Floor					
Walls					
Ceiling					
Lighting					
Points					

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<b>Room And Item</b>	<b>Clean</b>	<b>Undamaged</b>	<b>Working</b>	<b>Landlord/agent comments</b>	<b>Tenant comments</b>
Windows/Window Safety Devices					
Sink/Taps					
Toilet					
Shower/Bath/Taps					
Mirror/Cabinet/Vanity					
Towel Rails					
Toilet Roll Holder					
Heating/Exhaust Fan/Vent					
Corded Blinds and Window Coverings					
<b>Bedroom 1</b>					
Door	✓	✓	✗	Scrapes when closing	
Floor				carpet neat and clean	
Skirting					
Walls					
Ceiling					
Lighting					
Points					
Corded Blinds and Window Coverings	✗	✓	✓	Requires cleaning	
Wardrobe/Drawers/Shelves					
Windows/Window Safety Devices					
Ceiling Fan/Air Conditioner					
<b>Bedroom 2</b>					
Door					

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<b>Room And Item</b>	<b>Clean</b>	<b>Undamaged</b>	<b>Working</b>	<b>Landlord/agent comments</b>	<b>Tenant comments</b>
Floor					
Skirting					
Walls					
Ceiling					
Lighting					
Points					
Corded Blinds and Window Coverings					
Wardrobe/Drawers/Shelves					
Windows/Window Safety Devices					
Ceiling Fan/Air Conditioner					
<b>Bedroom 3</b>					
Door					
Floor					
Skirting					
Walls					
Ceiling					
Lighting					
Points					
Corded Blinds and Window Coverings					
Wardrobe/Drawers/Shelves					
Windows/Window Safety Devices					
Ceiling Fan/Air Conditioner					
<b>Dining</b>					

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<b>Room And Item</b>	<b>Clean</b>	<b>Undamaged</b>	<b>Working</b>	<b>Landlord/agent comments</b>	<b>Tenant comments</b>
Door					
Floor					
Skirting					
Walls					
Ceiling					
Lighting					
Points					
Windows/Window Safety Devices					
Corded Blinds and Window Coverings					
Ceiling Fan/Air Conditioner					
<b>Toilet</b>					
Door					
Floor					
Walls					
Toilet					
Roll Holder					
Ceiling					
Lighting					
Windows/Window Safety Devices					
Sink					
Corded Blinds and Window Coverings					
<b>Laundry</b>					
Door					

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<b>Room And Item</b>	<b>Clean</b>	<b>Undamaged</b>	<b>Working</b>	<b>Landlord/agent comments</b>	<b>Tenant comments</b>
Floor					
Skirting					
Walls					
Ceiling					
Untitled					
Lighting					
Points					
Cupboard					
Bench					
Trough					
Washing Machine Taps					
Exhaust Fan/Vent					
Toilet					
Outside Door					
Corded Blinds and Window Coverings					
Windows/Window Safety Devices					
<b>Security/Safety</b>				Security doors all working House alarm working	
Smoke Alarms					
RCD/Safety Switch					
Keys/Other Opening Devices					
Entry Lighting					
External Door Locks					

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<b>Room And Item</b>	Clean	Undamaged	Working	<b>Landlord/agent comments</b>	<b>Tenant comments</b>
Maintenance Required				1. Render on front veranda required 2. Paint front fence/letterbox 3. Replace heat globe in bathroom 4. Sensor in pantry not working	
Suggested Improvements				At this stage we suggest the repairs to the exterior veranda are carried out within 3 months. Overall the property in in good condition for its age.	
Our Summary				Overall we are very happy with the way the tenant is maintaining the property and especially the lounge reprint as discussed. We have made a couple of requests to the weeds in the front garden as detailed in the report but nothing of concern. We do recommend the maintenance items as highlight should be carried out with the render on the veranda the most urgent.	

Landlord's or agent's signature

Date

 /  / 

Front Gardens  
Taken : 03/06/2016



I agree with the landlord's/agent's report except where I have commented.

Tenant(s) signature(s)

Date

 /  / 

Front Gardens  
Taken : 03/06/2016





PIM  
Real Estate

200 Infinity Loop Perth WA 6000  
Phone: 1300 668 594  
Support@propertyinspectionmanager.com

Rear Gardens  
Taken : 03/06/2016



Rear Gardens  
Taken : 03/06/2016



Entry/Exterior  
Taken : 03/06/2016



Entry/Exterior  
Taken : 03/06/2016



Kitchen/Meals  
Taken : 08/06/2016



Our Summary  
Taken : 08/06/2016



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