

Inventory & Schedule of Condition

Property condition record at check-in

Property & Tenancy Details

Property:	SAMPLE PROPERTY - NOT FOR USE, Example Town, ZZ1 1ZZ
Landlord:	SAMPLE LANDLORD
Tenant(s):	SAMPLE TENANT
Check-In Date:	1 October 2026

Meter Readings

Gas Meter Reading:	
Gas Reading Date:	
Electric Meter Reading:	
Electric Reading Date:	
Water Meter Reading:	
Water Reading Date:	

Keys and Security

Front Door Keys (quantity):	
Back Door Keys (quantity):	
Window Lock Keys (quantity):	
Communal/Fob Keys (quantity):	
Garage/Shed Keys (quantity):	
Alarm Code:	

Room-by-Room Inventory

Record the condition of each item in every room. Use the condition scale: New, Good, Fair, or Poor. Add any notes regarding existing damage, marks, or wear. Attach photographs where possible.

Hallway/Entrance

Item Description	Condition	Notes
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	

Living Room

Item Description	Condition	Notes
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	

Kitchen

Item Description	Condition	Notes
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	

Bedroom 1

Item Description	Condition	Notes
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	

En-Suite (if applicable)

Item Description	Condition	Notes
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	

Bathroom

Item Description	Condition	Notes
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	

Additional WC/Bathroom (if applicable)

Item Description	Condition	Notes
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	

Garden/Exterior

Item Description	Condition	Notes
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	
	(New / Good / Fair / Poor)	

Agreement

By signing below, all parties confirm that this inventory has been inspected and agreed as an accurate record of the property's condition at the start of the tenancy.

Landlord Signature: SAMPLE LANDLORD

Date

Tenant Signature: SAMPLE TENANT

Date