



## TENANT ROUTINE INSPECTION REPORT

Please complete all details and leave for us to collect on the day of inspection.

Property \_\_\_\_\_ Date \_\_\_\_\_

Tenant/s \_\_\_\_\_ Pets on property? \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone: \_\_\_\_\_

Mobile \_\_\_\_\_ Email \_\_\_\_\_

<b>If maintenance is required – please indicate below</b>	<b>Yes</b>	<b>No</b>
Do you have lights that are not working		
Do you have power points that are faulty or not working		
Do you have faults with stove elements, oven or range hood		
<b>Are there any leaks:</b>		
Under the sink		
Under bathroom vanities		
From hot water system		
From the roof – water marks on ceilings or walls		
From the showers		
From the toilets or cisterns		
In the laundry – tub or taps		
Are there any blocked drains		
<b>Is there any damage to :</b>		
Floor coverings		
Walls		
Fly screens		
Are there any insecure doors, screens or windows		
Are there any insecure steps, railings or balconies		
Any problems with guttering, downpipes or rain water tank		
Are there any fences, gates or retaining walls that are not secure		
Are there any loose or damaged tiles on the floors, walls or roof		
Is there any evidence of dry rot or termites on the property		
Are there any faults with the air conditioning		