



## REDDAN CONTRACTORS - INTER-TENANCY CHECKLIST

438 Southchurch Road, Southend-on-Sea SS1 2QA

Phone: 01702 616061

Email: helpdesk@reddan.co.uk

Work Details		
Reference: HDT57058	Site: Flat 5.1, 16a Rupert Street , London W1D 6DD	
Client: c/o CBRE	Date: 04 Apr 2024	Engineer: Travis Read
General Condition		
Remove items left by tenant	Fail	Removed redundant curtains, bathroom toilet brush & holder, floor mounted toilet roll holder.
Property professionally cleaned to a satisfactory standard	Pass	
Property walls/ceiling free of leaks/damage	N/A	
Painting required including walls, ceilings and woodwork	Fail	Entrance hallway inc cupboard doors, living room ceiling, bedroom two ceiling, Bathroom skirting board to be decorated - quotation submitted
Floor coverings clean and undamaged	Pass	Cleaned stained stair replaced carpet/runner.
External area clear, clean and well maintained	N/A	
Security		
All locks engaging securely	Pass	
Ironmongery and locks in place	Pass	
Intercom working and undamaged	N/A	
Windows & Doors		
Main door operating correctly	Pass	
All internal doors in good order and operating correctly	Pass	
Window glazing satisfactory	Pass	Privacy film needed in living room and entrance window, separate quote.
Secondary glazing satisfactory	Pass	
Sills/frames free of damage/decay	N/A	
Blinds functioning and cleats in place	Pass	Removed x2 blinds in kitchen on Lillians instructions.
Kitchen		
Kitchen appliances undamaged	Pass	Tested all appliances.
All white goods and appliances in working order	Pass	All in good condition.
Kitchen cupboards and worktops undamaged	Pass	All in good condition
All cupboard and drawers functioning correctly	N/A	
Splash backs/tiles/grout undamaged	N/A	
Bathrooms		
Number of bathrooms	1	
Sink/bath/toilet undamaged	N/A	
Toilet flushing freely and easily	N/A	
Tiling and grouting undamaged	Fail	Removed damaged grout and replaced in bathroom, cleaned existing.
Taps, shower head, hose and riser undamaged	Pass	
Shower screen undamaged including seals	Pass	
Free flowing drainage	Pass	
Bathroom extract in working order	Pass	
Sealant in good order	Pass	Chemically cleaned mastic around bath.

Bathroom door lock working	N/A	
Heated towel rail working	N/A	
Bathroom furniture operating correctly	N/A	
<b>Bedroom</b>		
Number of bedrooms	2	
Furniture and wardrobes functioning and undamaged	N/A	
<b>Heating &amp; Plumbing</b>		
Boiler is in full working order	Pass	New boiler being fitted whilst on site.
Radiators are in full working order	Pass	Replaced rad pipe covers on Lillians request.
Thermostat present and working/undamaged	N/A	
Underfloor heating functional and controllable	N/A	
Effective temperature regulation of water working at all outlets	N/A	
Water pressure of all showers, baths and sinks adequate	N/A	
All water connections checked for leaks throughout	N/A	
<b>Electrical</b>		
Lighting working throughout and lightbulbs replaced if required	Pass	Replaced X3 lamps above kitchen work area, Replaced x2 lamps in oven extractor.
All electrical sockets working/undamaged throughout	N/A	
<b>Safety</b>		
Smoke alarms fitted, in date and working	Pass	
CO2 alarms fitted, in date and working	N/A	
<b>Additional Checks/Works</b>		
N/A		

