



REDDAN CONTRACTORS - INTER-TENANCY CHECKLIST

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

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Work Details		
Reference: HDT57512	Site: Flat 2, 34 Rupert Street , London W1D 6DN	
Client: c/o CBRE	Date: 01 May 2024	Engineer: Iain Watson
General Condition		
Remove items left by tenant	Pass	1
Property professionally cleaned to a satisfactory standard	Fail	2
Property walls/ceiling free of leaks/damage	Pass	22
Painting required including walls, ceilings and woodwork	N/A	3
Floor coverings clean and undamaged	Pass	4
External area clear, clean and well maintained	Fail	33
Security		
All locks engaging securely	Pass	1
Ironmongery and locks in place	Fail	2
Intercom working and undamaged	N/A	none
Windows & Doors		
Main door operating correctly	Pass	1
All internal doors in good order and operating correctly	Fail	2
Window glazing satisfactory	N/A	3
Secondary glazing satisfactory	Pass	4
Sills/frames free of damage/decay	Pass	abc
Blinds functioning and cleats in place	Fail	5
Kitchen		
Kitchen appliances undamaged	Pass	1
All white goods and appliances in working order	Fail	2
Kitchen cupboards and worktops undamaged	N/A	3
All cupboard and drawers functioning correctly	N/A	1212
Splash backs/tiles/grout undamaged	Fail	3434
Bathrooms		
Number of bathrooms	1	
Sink/bath/toilet undamaged	Pass	123456
Toilet flushing freely and easily	Pass	5656
Tiling and grouting undamaged	Pass	2
Taps, shower head, hose and riser undamaged	Fail	3
Shower screen undamaged including seals	N/A	4
Free flowing drainage	Pass	5
Bathroom extract in working order	Fail	6
Sealant in good order	N/A	7
Bathroom door lock working	Pass	1234
Heated towel rail working	N/A	12123434

Bathroom furniture operating correctly	Fail	7654
Bedroom		
Number of bedrooms	1	
Furniture and wardrobes functioning and undamaged	Pass	876543
Heating & Plumbing		
Boiler is in full working order	Pass	1
Radiators are in full working order	Fail	2
Thermostat present and working/undamaged	Pass	12121212
Underfloor heating functional and controllable	N/A	654321
Effective temperature regulation of water working at all outlets	Fail	2468
Water pressure of all showers, baths and sinks adequate	Pass	fvfsdv
All water connections checked for leaks throughout	Pass	gjhkghjhfgbh
Electrical		
Lighting working throughout and lightbulbs replaced if required	Pass	1
All electrical sockets working/undamaged throughout	Pass	vfh
Safety		
Smoke alarms fitted, in date and working	Fail	2
CO2 alarms fitted, in date and working	Pass	fghfghddthgdgd
Additional Checks/Works		
3		

