

# PROPERTY MANAGEMENT

## INSPECTION REPORT



**AGENCY NAME:** Jensen Property

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Property			
Tenant		Key	
Owner		Rent Per Week / Month	
Lease Start Date		Lease Expiry Date	
Lease Term		Next Inspection Due	
Inspected By	Lee Yue	Inspection Date	05 August 2014
Property Manager	Lee Yue	Signature	

### IMPORTANT INFORMATION FOR YOUR ATTENTION

A **visual** Property inspection has been conducted at your Property. This Inspection Report provides information on matters that were readily apparent during this inspection and is not intended to advise if an item complies with Legislation or Safety Standards or if an item is in proper working order. Appliances were not tested.

As the Agent is not a licensed Tradesperson, Architect, Engineer, Builder, Building Fire Safety Inspector, Pool Safety Certifier, Pest Inspector or any other type of professional or tradesperson it is recommended the Landlord arranges qualified Contractors to conduct annual Inspections of all aspects of the Premises. Please provide instructions in writing if you require our Agency to arrange for any inspection or work on your behalf.

### DISCLAIMER

This report is prepared for the purpose of the Property's suitability for rental. No liability will be accepted for incorrect use or omission in the preparation or use of this report.

### YOUR INSTRUCTIONS AND QUERIES

If you have any queries regarding this Inspection Report, please contact your Property Manager.

Please forward your instructions in writing regarding repairs and maintenance to your Property Manager within 7 days so we can action them accordingly

### AGENT ADVICE TO TENANT

Please attend to the following:

### TENANT ADVICE TO AGENT

The gutter might need to be cleaned. Tree branches found.

Tenants appreciated the security screen door installed.

### OTHER ADVICE OR RECOMMENDATIONS

### REPAIRS AND MAINTENANCE REQUIRED

Maintenance and repairs help to ensure your Property is maintained as required by all relevant Legislation as well as retaining the best possible property and rental market value. If repairs are reported in this section below, we will proceed to arrange for the repair on ly if the cost is within the approved limit as instructed on the Management Agreement or if the work required is classified by Legislation as an Emergency or Urgent Repair. If costs exceed the limit and work is not classified as Emergency or Urgent, we will require your instructions in writing to arrange the repair or maintenance work on your behalf.

## FUTURE REFURBISHMENT SUGGESTIONS

### GENERAL INSPECTION REPORT

CODE: **S** = Visually Satisfactory

**N** – Visually Needs Attention

<b>Exterior of Building</b>	<b>S</b>	
Comments		
<b>Entry/Hallway</b>	<b>S</b>	
Comments		
<b>Garage 1</b>	<b>S</b>	
Comments		
<b>Lounge</b>	<b>S</b>	
Comments		
<b>Internal Stairs</b>	<b>S</b>	
Comments		
<b>Bathroom 1</b>	<b>S</b>	
Comments		
<b>Bedroom 1</b>	<b>S</b>	
Comments		
<b>Bedroom 2</b>	<b>S</b>	
Comments		
<b>Bedroom 3</b>	<b>S</b>	
Comments		
<b>Ensuite</b>	<b>S</b>	
Comments		
<b>Balcony</b>	<b>S</b>	
Comments		A fake security camera installed by tenants try to avoid break in.
<b>Kitchen/Meals</b>	<b>N</b>	
Comments		
<b>Toilet</b>	<b>S</b>	
Comments		
<b>Laundry</b>	<b>S</b>	
Comments		
<b>Rear Gardens</b>	<b>S</b>	
Comments		
<b>Smoke Alarms</b>	<b>S</b>	

Comments	
Repairs and Maintenance Required	
Comments	

sample

Garage 1



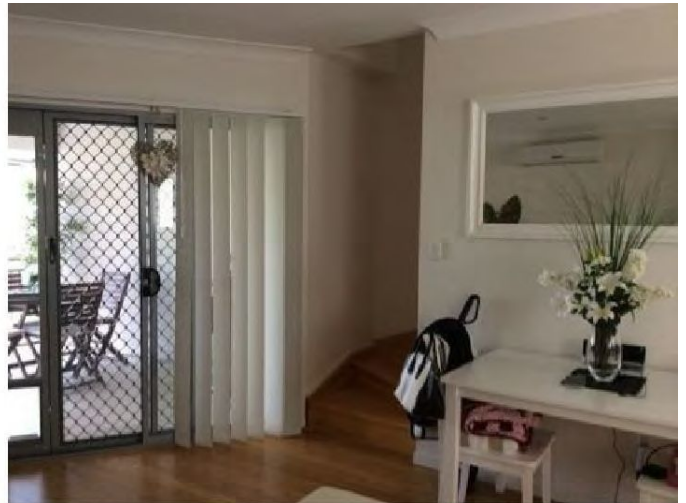
Garage 1



Lounge



Lounge



Internal Stairs



Internal Stairs





Bathroom 1



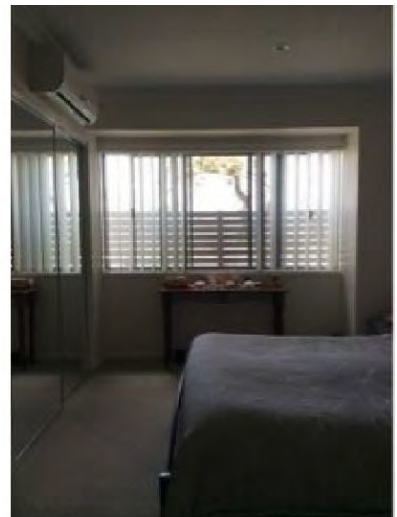
Bathroom 1



Bathroom 1



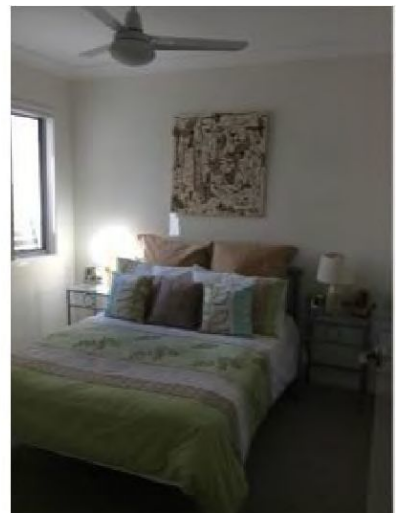
Bedroom 1



Bedroom 1



Bedroom 2



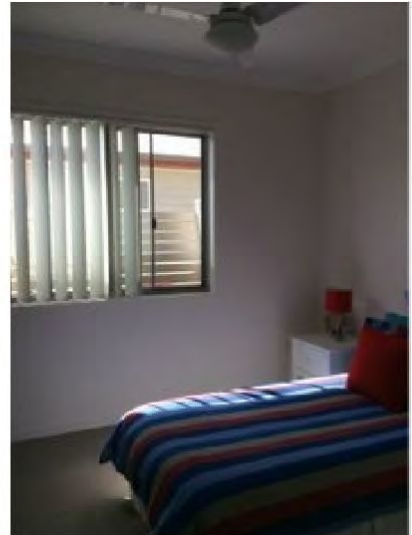


sample

Bedroom 2



Bedroom 3



Bedroom 3



Ensuite



Ensuite



Ensuite





Balcony



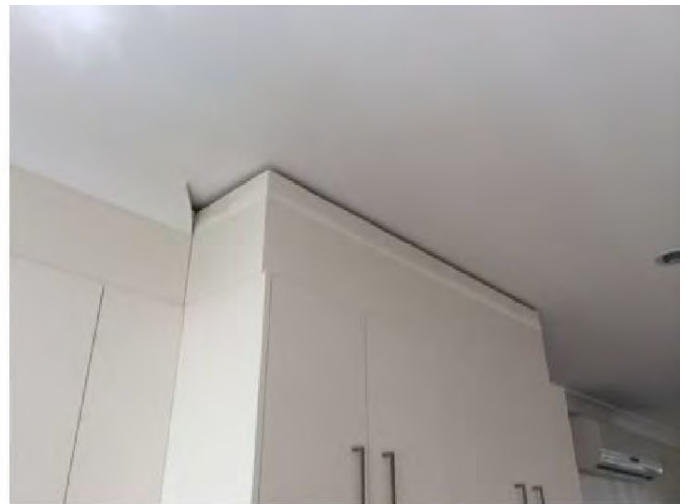
Balcony



Balcony



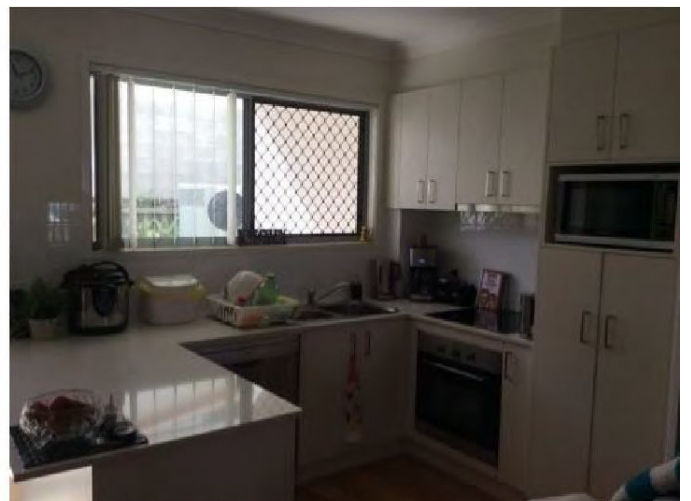
Kitchen/Meals



Kitchen/Meals



Kitchen/Meals



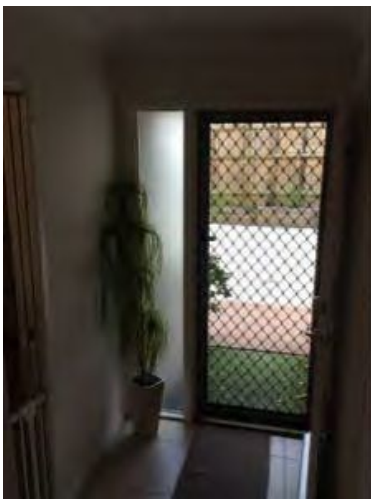
Exterior of Building



Exterior of Building - Down pipe seems full.



Entry/Hallway



Exterior of Building



Exterior of Building



Entry/Hallway



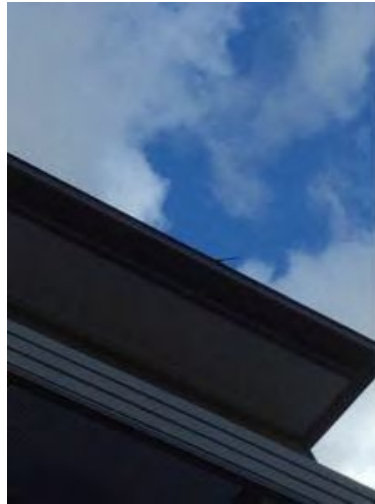




Toilet



Tenant Advice To Agent



Laundry



Rear Gardens



Rear Gardens



Smoke Alarms



Smoke Alarms



