

# ROUTINE INSPECTION REPORT

<b>LANDLORD</b>	Landlord's Name: .....
	Contact No.: ..... Email: .....
<b>AGENT</b>	Name: .....
	Address: .....
	Phone: ..... Mobile: .....
<b>LEASE DETAILS</b>	Tenant/s: ..... Phone: .....
	Rent Amount: ..... per / /
	Rent Last Reviewed: ..... Lease Expiry: .....
<b>PREMISES</b>	Address: .....
	Key No.: ..... Furnished: / Number of Bedrooms: .....
Condition of Premises as at: ..... Inspected By: .....	

Visually: ✓ - Satisfactory    ✗ - Unsatisfactory

<b>EXTERIOR</b>	Gardens/Grounds		
	Guttering/Downpipes		
	Gates/Fences		
	Balcony/Porch		
	Garage/Carport		
	Garbage Area		
	Eaves/Fascias		
	Other		
<b>GENERAL</b>	Foyer		
	Stairs		
	Walls/Windows/Doors/ Window Safety Devices		
	Hallway/s		
	Lights		
	Other		
<b>INTERIOR</b>	Entrance		
	Lounge		
	Dining		
	Kitchen		
	Bedroom 1		
	Bedroom 2		
	Bedroom 3		
	Other Room/s		
	Bathroom/Toilet		
	Laundry		
	Other		
<b>OVERALL</b>	General Comments		
	Repairs and Maintenance Requested by Tenant		

**NOTES**

(1) This Inspection indicates the condition of the Premises on a visual basis only and  
 (a) is not intended to convey that an item is compliant with legislation or safety standards or is in proper working order.  
 (b) does not include any part of the Premises covered, obscured or otherwise made inaccessible to visual inspection.

(2) The Agent is not a licensed Building, Pest or Pool Safety Inspector and is not qualified to give information in this regard. The Landlord should arrange annual inspections by licensed inspectors and tradespersons.

(3) It is the Landlord's responsibility to comply with all State and Local government requirements in respect of the Premises.

Agent Name: ..... Signature: ..... Date: .....