

CERC Property Inspection Form

C = CERC T = Tenant R = Rating

Property

Date of this inspection:

Tenants Name:

Summary

1. MAINTENANCE REQUIRED BY THE TENANT

Comments:

2. MAINTENANCE REQUIRED BY THE CERC

Comments:

3. MAINTENANCE ITEMS THAT WILL REQUIRE YOUR ATTENTION IN THE FUTURE

Comments:

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CONDITION				COMMENTS / INSTRUCTIONS			
ROOM AND ITEMS	GOOD	FAIR	POOR		C	T	R
<i>ENTRANCE HALL</i>							
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Window/Screens				Check all windows open and close freely			
Blinds/Curtains							
Floor Coverings				Condition and cleanliness			
Other				Ensure all smoke detectors are operational			
<i>LOUNGE ROOM</i>							
Walls/Ceiling							
Doors				Condition and cleanliness			
Window/Screens				Check all doors open and close freely			
Blinds/Curtains				Check all windows open and close freely			
Floor Coverings							
Heating				Condition and cleanliness			
Other							
<i>DINING ROOM</i>							
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Window/Screens				Check all windows open and close freely			
Blinds/Curtains							
Floor Coverings				Condition and cleanliness			
Other							
<i>FAMILY/RUMPUS/OTHER</i>							
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Window/Screens				Check all windows open and close freely			
Blinds/Curtains							
Floor Coverings				Condition and cleanliness			
Other							
<i>PASSAGE WAY</i>							
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Floor Coverings				Condition and cleanliness			
Linen Press				Condition and cleanliness			

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CONDITION				COMMENTS / INSTRUCTIONS			
ROOM AND ITEMS	GOOD	FAIR	POOR		C	T	R
KITCHEN							
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Window/Screens				Check all windows open and close freely			
Blinds/Curtains							
Floor Coverings				Condition and cleanliness			
Cupboards/Drawers				Doors open and shut freely			
Bench Tops							
Impervious Surrounds							
Taps/Sink				Ensure taps do not leak and wastes flow freely			
Stove/Cooker							
Exhaust Fan/Rangehood				Fans are operational and clean			
Other							
BATHROOM							
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Window/Screens				Check all windows open and close freely			
Blinds/Curtains							
Floor Coverings				Condition and cleanliness			
Bath				Ensure taps do not leak and waste flows freely			
Shower Shower				Ensure taps do not leak and waste flows freely			
Screen							
Wash Basin/Vanity				Ensure taps do not leak and waste flows freely			
Impervious Surrounds							
Mirror/Cabinet Exhaust				Fans are operational and clean			
Fan							
Other							
LAUNDRY							
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Window/Screens				Check all windows open and close freely			
Blinds/Curtains							
Floor Coverings				Condition and cleanliness			
Laundry Trough				Ensure taps do not leak and waste flows freely			
Impervious Surrounds							
Poisons Cupboard							
Other							
TOILET							
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Window/Screens				Check all windows open and close freely			
Blinds/Curtains							
Floor Coverings				Condition and cleanliness			
Cistern/Pan				Flush toilet to see if Cistern works correctly, check "o" ring seal at the base of the toilet for leaks			
Other							

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ROOM AND ITEMS	CONDITION			COMMENTS / INSTRUCTIONS			
	GOOD	FAIR	POOR				
BEDROOM 1					C	T	R
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Window/Screens				Check all windows open and close freely			
Blinds/Curtains							
Floor Coverings				Condition and cleanliness			
Built-In Wardrobe				Check Doors			
Other				Condition and cleanliness			
ENSUITE							
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Window/Screens				Check all windows open and close freely			
Blinds/Curtains							
Floor Coverings				Ensure taps do not leak and waste flows freely			
Shower							
Shower Screen				Ensure taps do not leak and waste flows freely			
Wash Basin/Vanity							
Impervious Surrounds				Ensure taps do not leak and waste flows freely			
Mirror/Cabinet Exhaust							
Fan							
Other				Condition and cleanliness			
BEDROOM 2							
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Window/Screens				Check all windows open and close freely			
Blinds/Curtains							
Floor Coverings				Condition and cleanliness			
Built-In Wardrobe				Check Doors			
Other							
BEDROOM 3							
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Window/Screens				Check all windows open and close freely			
Blinds/Curtains							
Floor Coverings				Condition and cleanliness			
Built-In Wardrobe				Check Doors			
Other							
BEDROOM 4							
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Window/Screens				Check all windows open and close freely			
Blinds/Curtains							
Floor Coverings				Condition and cleanliness			
Built-In Wardrobe				Check Doors			
Other							

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CONDITION				COMMENTS / INSTRUCTIONS			
ROOM AND ITEMS	GOOD	FAIR	POOR				
BEDROOM 5					C	T	R
Walls/Ceiling				Condition and cleanliness			
Doors				Check all doors open and close freely			
Window/Screens				Check all windows open and close freely			
Blinds/Curtains							
Floor Coverings				Condition and cleanliness			
Built-In Wardrobe				Check Doors			
Other							
EXTERNAL							
Floor Structure				Look under the house for dampness, rotten stumps if applicable			
Walls				Check weatherboards for condition and B.V for cracks			
Security Doors				Front and rear do they open and close freely?			
External Doors							
Roof				Check pointing of tiles and for leaks			
Fascia/Barge Board				Do they require painting or repairs?			
Gutter/Spouting/Downpipes				Are they clean, rusted, do they flow correctly?			
Stairs/Patio/Porches				Are they safe, rotten or cracked?			
Other							
GENERAL							
Stormwater Drains				Are they flowing freely? Ask the Member			
Sewerage/Septic				Does the Toilet ever block up? Ask the Member			
Cold Water Supply				Water Pressure			
Hot Water Service				How old, does it leak? Release the relief valve for 5 seconds			

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.
