

# CONDITION OF PREMISES REPORT

Condition reports are used as evidence in bond disputes. This 4 page condition report can be used in a tenancy or occupancy. It is available free from [www.tenantsact.org.au](http://www.tenantsact.org.au).

**In a tenancy, a condition report is used to determine:**

- if a landlord has provided the premises fit for habitation, reasonably clean, in a reasonable state of repair and reasonably secure (clause 54 of the Standard Residential Tenancy Terms in the ACT)
- if a tenant has returned the premises in substantially the same cleanliness and condition as when they moved in, fair wear and tear excepted (clause 64 of the Standard Residential Tenancy Terms in the ACT)

**Within 2 weeks of moving in:**

- 1) Fill in this report carefully and sign it, OR  
If this report is already filled in, check it and make your own comments. Don't sign it unless you agree with it.
- 2) Make a copy of this report and keep it somewhere safe.
- 3) Give one copy of this report to the other party.
- 4) Take date-stamped photos of any defects in the property.

**Please use the following codes in the report:**

C = Clean    G = Good                      N = Not Working    F = Fair    S = Scratched/Marked            D = Dirt    B = Broken/Damaged

<b>Address of rental premises:</b>	<b>Agent/Landlord/Grantor Names:</b>
<b>Tenant/Occupant Names:</b>	<b>Bond Number:</b> Bonds must be lodged with the Office of Rental Bonds in all tenancies, and can be lodged in all occupancies.

<b>L= Landlord/Agent or Grantor</b> <b>T= Tenant or Occupant</b>	DATE                      COMMENCEMENT			DATE                      TERMINATION		
	/	/	/	/	/	/
<b>KITCHEN</b>	L	T	<b>COMMENTS</b>	L	T	<b>COMMENTS</b>
STOVE TOP						
GRILLER						
OVEN						
SINK/DISPOSAL UNIT						
CUPBOARDS/DRAWERS						
BENCH TOPS						
EXHAUST FAN/VENT						
FLOOR/COVERING						
BLINDS/CURTAINS						
WALLS/DOORS						
WINDOWS/SCREENS						
CEILING/LIGHT FITTINGS						
POWERPOINTS/SWITCHES						
DISH WASHER						
OTHER						
<b>FURTHER COMMENTS</b>						
<b>BATHROOM</b>						
BATH/SPA						
BASIN/VANITY						
SHOWER RECESS						
SHOWER SCREEN/CURTAIN						
MIRROR						
TOWEL RAIL/SOAP HOLDER						
EXHAUST FAN/VENT						
FLOOR COVERING						
BLINDS/CURTAINS						
WALLS/DOORS						
WINDOWS/SCREENS						
CEILING/LIGHT FITTINGS						
POWERPOINT/SWITCHES						
SHOWER HEAD/ROSE						
OTHER						

**FURTHER COMMENTS**

L= Landlord/Agent or Grantor T= Tenant or Occupant	COMMENCEMENT			TERMINATION		
	L	T	COMMENTS	L	T	COMMENTS
<b>TOILET</b>						
BOWL						
SEAT						
CISTERN						
EXHAUST FAN/VENT						
FLOOR/COVERING						
BLINDS/CURTAINS						
WALLS/DOORS						
WINDOWS/SCREENS						
CEILING/LIGHT FITTINGS						
POWERPOINTS/SWITCHES						
OTHER						
<b>FURTHER COMMENTS</b>						
<b>LAUNDRY</b>						
TROUGH						
CUPBOARDS						
EXHAUST FAN/VENT						
FLOOR/COVERING						
BLINDS/CURTAINS						
WALLS/DOORS						
WINDOWS/SCREENS						
CEILING/LIGHT FITTINGS						
POWERPOINTS/SWITCHES						
OTHER						
<b>FURTHER COMMENTS</b>						
<b>BEDROOM 1</b>						
BUILT-INS						
FLOOR/COVERING						
BLINDS/CURTAINS						
WALLS/DOORS						
WINDOWS/SCREENS						
CEILING/LIGHT FITTINGS						
POWERPOINTS/SWITCHES						
OTHER						
<b>FURTHER COMMENTS</b>						
<b>ENSUITE</b>						
BASIN/VANITY/MIRROR						
SHOWER RECESS						
SHOWER SCREEN/CURTAIN						
TOWEL RAIL/SOAP HOLDER						
TOILET BOWL						
TOILET SEAT						
CISTERN						
EXHAUST FAN/VENT						
FLOOR/COVERING						
BLINDS/CURTAINS						
WALLS/DOORS						
WINDOWS/SCREENS						
SHOWER HEAD/ROSE						
CEILING/LIGHT FITTINGS						
POWERPOINTS/SWITCHES						
OTHER						
<b>FURTHER COMMENTS</b>						
<b>BEDROOM 2</b>						
BUILT-INS						
FLOOR/COVERING						
BLINDS/CURTAINS						

L= Landlord /Agent or Grantor T=Tenant or Occupant	COMMENCEMENT			TERMINATION		
	L	T	COMMENTS	L	T	COMMENTS
<b>BEDROOM (Cont)</b>						
WALLS/DOORS						
WINDOWS/SCREENS						
CEILING/LIGHT FITTINGS						
POWERPOINTS/SWITCHES						
OTHER						
<b>FURTHER COMMENTS</b>						
<b>BEDROOM 3</b>						
BUILT-INS						
FLOOR/COVERING						
BLINDS/CURTAINS						
WALLS/DOORS						
WINDOWS/SCREENS						
CEILING/LIGHT FITTINGS						
POWERPOINTS/SWITCHES						
OTHER						
<b>FURTHER COMMENTS</b>						
<b>LOUNGE ROOM</b>						
HEATING SYSTEM						
FLOOR/COVERING						
BLINDS/CURTAINS						
WALLS/DOORS						
WINDOWS/SCREENS						
CEILING/LIGHT FITTINGS						
POWERPOINTS/SWITCHES						
OTHER						
<b>FURTHER COMMENTS</b>						
<b>OTHER ROOM 1</b>						
BUILT-INS						
FLOOR/COVERING						
BLINDS/CURTAINS						
WALLS/DOORS						
WINDOWS/SCREENS						
CEILING/LIGHT FITTINGS						
POWERPOINTS/SWITCHES						
OTHER						
<b>FURTHER COMMENTS</b>						
<b>OTHER ROOM 2</b>						
BUILT-INS						
FLOOR/COVERING						
BLINDS/CURTAINS						
WALLS/DOORS						
WINDOWS/SCREENS						
CEILING/LIGHT FITTINGS						
POWERPOINTS/SWITCHES						
OTHER						
<b>FURTHER COMMENTS</b>						
<b>EXTERIOR</b>						
LETTERBOX						
EXTERNAL AWNINGS						
SECURITY/SCREEN DOORS						
CONCRETE FOOTPATHS						
GARDEN (FRONT)						
LAWN (FRONT)						
GARDEN (BACK)						
LAWN (BACK)						
GARDEN HOSE/FITTINGS						

L= Landlord/Agent or Grantor T=Tenant or Occupant	COMMENCEMENT			TERMINATION		
	L	T	COMMENTS	L	T	COMMENTS
EXTERIOR (Cont)						
WATERING SYSTEM						
DRIVEWAY						
TELEVISION ANTENNA						
WATER SOFTENER						
CLOTHESLINE						
GARBAGE BIN						
GUTTERS						
OTHER						
<b>FURTHER COMMENTS</b>						
<b>GARAGE/CARPORT</b>						
FLOOR						
WALLS/DOORS						
WINDOWS/SCREENS						
SHELVES						
CEILING/LIGHT FITTINGS						
POWERPOINTS/SWITCHES						
OTHER						
<b>FURTHER COMMENTS</b>						
<b>SHED</b>						
FLOOR						
WALLS/DOORS						
WINDOWS/SCREENS						
SHELVES						
CEILING/LIGHT FITTINGS						
POWERPOINTS/SWITCHES						
OTHER						
<b>FURTHER COMMENTS</b>						
<b>GENERAL</b>						
SMOKE DETECTORS						
SECURITY SYSTEM						
REMOTE CONTROLS						
ROLLER SHUTTERS						
OTHER						
<b>FURTHER COMMENTS</b>						

**WATER METER READING**

AT COMMENCEMENT: .....KL

AT TERMINATION: .....KL

**TOTAL CONSUMPTION: .....KL**

**GAS READING**

AT COMMENCEMENT: .....

AT TERMINATION: .....

**TOTAL CONSUMPTION: .....**

I have noted the condition of the premises at the commencement of the tenancy/occupancy:

LANDLORDS', AGENTS' OR GRANTORS' SIGNATURE: ..... Dated: .....

TENANTS' OR OCCUPANTS' SIGNATURE: ..... Dated:.....

I have noted the condition of the premises at the termination of the tenancy/occupancy:

LANDLORDS', AGENTS' OR GRANTORS' SIGNATURE: ..... Dated: .....

TENANTS' OR OCCUPANTS' SIGNATURE: ..... Dated: .....