

Residential Tenancies Regulation 2019

Schedule 2: Condition report

How to complete this report

1. Three copies, or one electronic copy, of this condition report should be completed and signed by the landlord or the landlord's agent.
2. Two copies, or one electronic copy, of the report, which have been completed and signed by the landlord or the landlord's agent, must be given to the tenant before or when the tenant signs the agreement. The landlord or landlord's agent keeps the third copy or an electronic copy.
3. Before the tenancy begins, the landlord or the landlord's agent must inspect the residential premises and record the condition of the premises by indicating whether the particular room item is clean, undamaged and working by placing "Y" (YES) or "N" (NO) in the appropriate column (see example below). Where necessary, comments should be included in the report. The landlord or the landlord's agent must also indicate "yes" or "no" in relation to the matters set out under the headings "Minimum standards", "Health issues", "Smoke alarms", "Other safety issues", "Communications facilities" and "Water usage charging and efficiency devices".
4. As soon as possible after the tenant signs the agreement, the tenant must inspect the residential premises and complete the tenant section of the condition report. The tenant indicates agreement or disagreement with the condition indicated by the landlord or landlord's agent by placing a "Y" (YES) or "N" (NO) in the appropriate column and by making appropriate comments on the form. The tenant may also comment on the matters under the headings "Minimum standards", "Health issues", "Smoke alarms", "Other safety issues", "Communication facilities" and "Water usage charging and efficiency devices".
5. The tenant must return one copy of the completed condition report, or a completed electronic copy, to the landlord or landlord's agent **within 7 days after taking possession of the residential premises** and is to keep the other copy or a completed electronic copy. The tenant is not required to do this if the landlord or landlord's agent has failed to give the tenant either two copies, or one electronic copy, of the completed condition report (see 2 above).

6. If photographs or video recordings are taken at the time the inspection is carried out, it is recommended that all photographs or video recordings are verified and dated by all parties. Any photographs should be attached to this condition report, in hard copy or electronically, under the heading "Photographs/video recordings of the premises". Any video recordings should be attached to this condition report electronically.

Notes: Photographs and/or video recordings are not a substitute for accurate written descriptions of the condition of the premises.

7. At, or as soon as practicable after, the termination of the tenancy agreement, both the landlord or the landlord's agent and the tenant should complete the copy of the condition report that the landlord, landlord's agent or the tenant has retained, indicating the condition of the premises at the end of the tenancy. This should be done in the presence of the other party, unless the other party has been given a reasonable opportunity to be present and has not attended the inspection.

8. If the residential premises are separately metered for water and if the tenant is required to pay for water usage charges under the residential tenancy agreement, the landlord or landlord's agent must also indicate whether the residential premises has the required water efficiency measures.

Important notes about this report

- a) It is a requirement that a condition report be completed by the landlord or the landlord's agent and the tenant (see above). This condition report is an important record of the condition of the residential premises when the tenancy begins and may be used as evidence of the state of repair or general condition of the premises at the commencement of the tenancy. It is important to complete the condition report accurately. It may be vital if there is a dispute, particularly about the return of the rental bond money and any damage to the premises.

- b) At the end of the tenancy, the premises will be inspected and the condition of the premises at that time will be compared to that stated in the original condition report.
- c) A tenant is not responsible for fair wear and tear to the premises. Fair wear and tear is a general term for anything that occurs through ordinary use, such as the carpet becoming worn in frequently used areas. Intentional damage, or damage caused by negligence, is not fair wear and tear.
- d) A condition report must be filled out whether or not a rental bond is paid.
- e) If you do not have enough space on the report you can attach additional pages. All attachments should be signed and dated by all parties to the residential tenancy agreement.
- f) Call **NSW Fair Trading** on 13 32 20 or visit fairtrading.nsw.gov.au for more information about the rights and responsibilities of landlords and tenants or before completing the condition report.

Where to go for help when you are renting

1. NSW Fair Trading looks after your bond money, manages the renting laws that cover tenancy agreements, and can provide help with renting problems through the free tenancy complaint service.
Contact NSW Fair Trading at fairtrading.nsw.gov.au or call 13 32 20.
Language assistance on 13 14 50 (ask for an interpreter in your language)
2. Your real estate agent or landlord (record contact number here):
3. Tenants' Advice and Advocacy Service at www.tenants.org.au

Entry Condition Report

Address of premises

Unit Addison St, Kensington NSW

Tenant names

Lessor/agent

1. Inspect the premises.
 2. Mark each item on the list clean, working, undamaged (where applicable).
 3. Make a note of any extra items in the general comments section.
 4. Give a signed copy of the report to the tenant. Keep a copy for your own records.
 5. Ask the tenant to add their comments to the report, initial each page and return it to you.
 6. If the tenant disagrees about the condition of the premises, encourage them to discuss it with you. Comments can be recorded in the general comments section or by attaching a separate page.
- Supporting documentation has been attached - Yes / No
7. Give a copy of the final report back to the tenant.
 8. You must keep a copy of the report for at least one year after the tenancy agreement ends.

Tenant

1. Inspect the premises.
2. Comment on any item where you disagree with the lessor/agent, or if you believe the report does not reflect the true condition of the premises.
3. Talk to the lessor/agent if you disagree about the condition of the premises.
4. Initial each page of the report and send it to the lessor/agent.
5. The lessor/agent must send you a copy of the final report. You may also want to make a copy for your own records.

The tenant/s have initially received a copy of this report on

Day _____ Date _____

Amber New

Lessor/agent initials

Tenant 1 initials

Tenant 2 initials

Tenant 3 initials

Tenant 4 initials

Comments

Condition of premises at START of tenancy

| | Clean | Working | Undamaged | Photos | Lessor/agent comments | Tenant agrees | Tenant photos | Tenant comments |
|-----------------------|-------|---------|-----------|--------|---|---------------|---------------|-----------------|
| Lounge room | | | | | | | | |
| Doors/walls/ceiling | ✓ | ✓ | ✓ | 11 | | | | |
| Windows/screens | ✓ | ✓ | ✓ | 2 | Glass balcony sliding door | | | |
| Blinds/curtains | ✓ | ✓ | ✓ | 4 | 2x holland blinds - both blinds marked | | | |
| Fans/light fittings | ✓ | ✓ | ✓ | 3 | 3x covered light fittings | | | |
| Floor/floor coverings | ✓ | ✓ | ✓ | 4 | Carpet | | | |
| Power points | ✓ | ✓ | ✓ | 4 | 2x single power points, 1x double power point, phone outlet, TV outlet, Telstra outlet - not tested | | | |
| Other | ✓ | ✓ | ✓ | 1 | Intercom | | | |

Kitchen/meals

| | Clean | Working | Undamaged | Photos | Lessor/agent comments | Tenant agrees | Tenant photos | Tenant comments |
|-----------------------|-------|---------|-----------|--------|---|---------------|---------------|-----------------|
| Kitchen/meals | | | | | | | | |
| Doors/walls/ceiling | ✓ | ✓ | ✓ | 8 | Door stopper | | | |
| Windows/screens | ✓ | ✓ | ✓ | 1 | | | | |
| Blinds/curtains | ✓ | ✓ | ✓ | 1 | 1x holland blind - discoloured along bottom | | | |
| Fans/light fittings | ✓ | ✓ | ✓ | 1 | 1x fluoro globe | | | |
| Floor/floor coverings | ✓ | ✓ | ✓ | 2 | Lino tiles | | | |
| Cupboards/drawers | ✓ | ✓ | ✓ | 6 | | | | |
| Bench tops/tiling | ✓ | ✓ | ✓ | 3 | | | | |

Amber New

Tenant 1 initials

Tenant 2 initials

Tenant 3 initials

Tenant 4 initials

| | Clean | Working | Undamaged | Photos | Lessor/agent comments | Tenant agrees | Tenant photos | Tenant comments |
|-------------------------|-------|---------|-----------|--------|---|---------------|---------------|-----------------|
| Sink/disposal unit/taps | ✓ | ✓ | ✓ | 2 | 2x metal drain plugs | | | |
| Stove top | ✓ | ✓ | ✓ | 2 | Westinghouse upright electric stove | | | |
| Oven/griller | ✓ | ✓ | ✓ | 5 | Westinghouse upright electric stove | | | |
| Power points | ✓ | ✓ | ✓ | 2 | 1x double power point, 1x single power point | | | |
| Bedroom 1 | | | | | | | | |
| Doors/walls/ceiling | ✓ | ✓ | ✓ | 9 | 2x plastic picture hooks, door stopper, back of door marked | | | |
| Windows/screens | ✓ | ✓ | ✓ | 1 | | | | |
| Blinds/curtains | ✓ | ✓ | ✓ | 1 | 1x holland blind - discoloured along bottom | | | |
| Fans/light fittings | ✓ | ✓ | ✓ | 1 | 1x covered light fitting | | | |
| Floor/floor coverings | ✓ | ✓ | ✓ | 2 | Carpet - furniture indents | | | |
| Power points | ✓ | ✓ | ✓ | 1 | 1x single power point | | | |
| Bedroom 2 | | | | | | | | |
| Doors/walls/ceiling | ✓ | ✓ | ✓ | 7 | Mounted mirror front of door, door stopper | | | |
| Windows/screens | ✓ | ✓ | ✓ | 1 | | | | |
| Blinds/curtains | ✓ | ✓ | ✓ | 1 | 1x holland blind - discoloured along RHS | | | |
| Fans/light fittings | ✓ | ✓ | ✓ | 1 | 1x covered light fitting | | | |
| Floor/floor coverings | ✓ | ✓ | ✓ | 2 | Carpet | | | |
| Power points | ✓ | ✓ | ✓ | 1 | 1x single power point | | | |
| Bathroom | | | | | | | | |
| Doors/walls/ceiling | ✓ | ✓ | ✓ | 8 | | | | |
| Windows/screens | ✓ | ✓ | ✓ | 1 | | | | |
| Blinds/curtains | ✓ | ✓ | ✓ | 1 | 1x holland blind | | | |

Amber New

Lessor/agent initials

Tenant 1 initials

Tenant 2 initials

Tenant 3 initials

Tenant 4 initials

| | Clean | Working | Undamaged | Photos | Lessor/agent comments | Tenant agrees | Tenant photos | Tenant comments |
|----------------------|-------|---------|-----------|--------|--|---------------|---------------|-----------------|
| Grounds/garden | ✓ | ✓ | ✓ | | | | | |
| Clothes line | ✓ | ✓ | ✓ | | | | | |
| Paths/driveway | ✓ | ✓ | ✓ | | | | | |
| Entry | | | | | | | | |
| Door, walls, ceiling | ✓ | ✓ | ✓ | 5 | Black scuff mark on wall from door | | | |
| Floor | ✓ | ✓ | ✓ | 1 | Carpet | | | |
| Lights | ✓ | ✓ | ✓ | 1 | 1x covered light fitting | | | |
| Other | ✓ | ✓ | ✓ | 6 | Linen/storage cupboards - paint scratched front of doors, NBN box - not tested, spare carpet | | | |

📎 Inspection Agent Photos

Please click the link below to download the inspection photos from agent:

<https://archive.console.com.au/>

Please note that inspections are carried out visually only as property managers hold no other qualification or representation other than that of a Property Agent.

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Tenant 2 initials

Tenant 3 initials

Tenant 4 initials

Minimum Standards

| | Yes/No | Tenant agrees | Tenant comments |
|---|--------|---------------|-----------------|
| Are the premises structurally sound? | | | |
| Does the premises have adequate natural or artificial lighting in each room (excluding storage rooms or garages)? | | | |
| Does the premises have adequate ventilation? | | | |
| Does the premises have adequate electricity outlet sockets or fas outlet sockets for the supply of lighting and heating to the premises, and for the use of appliances in the premises? | | | |
| Does the premises have adequate plumbing and drainage? | | | |
| Are the premises supplied with electricity? | | | |
| Are the premises supplied with gas? | | | |
| Are the premises connected to a water supply service or infrastructure that supplies water (including, but not limited to, a water bore or water tank) that is able to supply to the premises hot and cold water for drinking and ablution and cleaning activities? | | | |
| Does the premise contain bathroom facilities, including toilet and washing facilities that allow privacy for the user? | | | |
| Does the tenant agree with all of the above? If no, specify which items | | | |

Health Issues

| | Yes/No |
|--|--------|
| Are there any signs of mould and dampness? | |
| Are there any pests and vermin? | |
| Has any rubbish been left on the premises | |
| Are the premises listed on the Loose-Fill Asbestos Insulation Register | |

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Tenant 4 initials

Smoke Alarms

| Yes/No/NA | Date Last Checked/Changed |
|-----------|---------------------------|
| | |
| | |
| | |
| | |
| | |

Have smoke alarms been installed in the residential premises in accordance with the environmental Planning and Assessment Act 1979 (including any regulations made under the Act)?

Have all the smoke alarms installed on the residential premises been checked and found to be in working order?

Have the removable batteries in all the smoke alarms been replaced within the last 12 months, except for removable lithium batteries

Have the batteries in all the smoke alarms that have a removable lithium battery been replaced in the period specified by the manufacturer of the smoke alarm

Other Safety Issues

| Yes/No | Tenant agrees | Tenant comments |
|--------|---------------|-----------------|
| | | |
| | | |
| | | |
| | | |
| | | |

Are there any visible signs of damaged appliances (if appliances are included as part of the tenancy)?

Are there any visible hazards relating to electricity (e.g. a loose or damaged outlet socket, loose wiring or sparking power points)?

Are there any visible hazards relating to gas (e.g. a loose or damaged gas outlet socket or an open-ended gas pipe or valve)?

Does the tenant agree with all of the above?

Communication Facilities

| Yes/No |
|--------|
| |
| |
| |

Is a telephone line connected to the residential premises?

Is an internet line connected to the residential premises?

Amber New

| Lessor/agent initials | Tenant 1 initials | Tenant 2 initials | Tenant 3 initials | Tenant 4 initials |
|-----------------------|-------------------|-------------------|-------------------|-------------------|
| | | | | |

Water Usage Charging and Efficiency Devices

| | | | |
|--|--|--|--|
| Are the residential premises separately metered? | | | |
| Do all showerheads have a maximum flow rate of 9 litres per minute? | | | |
| Are all toilets dual flush toilets with a minimum 3 star rating in according with the WELS scheme (applicable from 23 March 2025)? | | | |
| Do all internal cold water taps and single mixer taps in kitchen sinks or bathroom han basins have a maximum flow rate of 9 litres per minute? | | | |
| Have the premises been checked and have any leaking taps or toilets on the residential premises been fixed? | | | |
| Date the premises were last checked to see if it is compliant with the water efficiency measures: | | | |
| Water meter reading at START of tenancy (lph): | | | |
| Date of water meter reading at START of tenancy: | | | |
| Water meter reading at END of tenancy (lph): | | | |
| Date of water meter reading at END of tenancy: | | | |

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Tenant 4 initials

Additional Comments/Information

Additional comments on minimum standards, health issues, smoke alarms, other safety issues, communication facilities, water usage charging and efficiency devices

Approximate dates when work last done on residential premises

Installation repair or maintenance of smoke alarms:

Painting of premises (external):

Painting of premises (internal):

Flooring laid/replaced/cleaned:

Tenant Comments

Landlord's Promise to Undertake Work

The landlord agrees to undertake the following cleaning, repairs, additions or other work during the tenancy

Amber New

Lessor/agent initials

Tenant 1 initials

Tenant 2 initials

Tenant 3 initials

Tenant 4 initials

Landlord agrees to complete that work by:

Landlord/Agent's signature: _____

Date: _____

21/05/2026

Amber New

Lessor/agent initials

Tenant 1 initials

Tenant 2 initials

Tenant 3 initials

Tenant 4 initials



Entry Condition Report

Unit Addison St, Kensington NSW

Signature

Condition Report at START of tenancy

Landlord/Agent's signature: _____ Date: 21/05/2026

Tenant's signature: _____ Date: _____

Condition Report at END of tenancy

Landlord/Agent's signature: _____ Date: _____

Tenant's signature: _____ Date: _____

Amber New _____ Tenant 1 initials _____ Tenant 2 initials _____ Tenant 3 initials _____ Tenant 4 initials _____

Lessor/agent initials _____

Inspection Agent Photos



1. Lounge room - Doors/walls/ceiling
21/05/26 at 10:04 AM



2. Lounge room - Doors/walls/ceiling
21/05/26 at 10:04 AM



3. Lounge room - Doors/walls/ceiling
21/05/26 at 10:04 AM



4. Lounge room - Doors/walls/ceiling
21/05/26 at 10:04 AM



5. Lounge room - Doors/walls/ceiling
21/05/26 at 10:05 AM



6. Lounge room - Doors/walls/ceiling
21/05/26 at 10:05 AM



7. Lounge room - Doors/walls/ceiling
21/05/26 at 10:05 AM



8. Lounge room - Doors/walls/ceiling
21/05/26 at 10:06 AM



9. Lounge room - Doors/walls/ceiling
21/05/26 at 10:06 AM



10. Lounge room - Doors/walls/ceiling
21/05/26 at 10:06 AM



11. Lounge room - Doors/walls/ceiling
21/05/26 at 10:06 AM



12. Lounge room - Windows/screens
21/05/26 at 10:06 AM

Amber New

Lessor/agent initials

Tenant 1 initials

Tenant 2 initials

Tenant 3 initials

Tenant 4 initials

Entry Inspection Report

Unit Addison St, Kensington NSW

13 to 24 of 139 photos

Photos continued...



13. Lounge room - Windows/screens
21/05/26 at 10:06 AM



14. Lounge room - Blinds/curtains
at 10:07 AM



15. Lounge room - Blinds/curtains
at 10:07 AM



16. Lounge room - Blinds/curtains
at 10:07 AM



17. Lounge room - Blinds/curtains
at 10:08 AM



18. Lounge room - Fans/light fittings
21/05/26 at 10:09 AM



19. Lounge room - Fans/light fittings
21/05/26 at 10:09 AM



20. Lounge room - Fans/light fittings
21/05/26 at 10:09 AM



21. Lounge room - Floor/floor coverings
21/05/26 at 10:09 AM



22. Lounge room - Floor/floor coverings
21/05/26 at 10:09 AM



23. Lounge room - Floor/floor coverings
21/05/26 at 10:09 AM



24. Lounge room - Floor/floor coverings
21/05/26 at 10:09 AM

Amber New

Lessor/agent initials

Tenant 1 initials

Tenant 2 initials

Tenant 3 initials

Tenant 4 initials