Condition Report

Room in a shared house, Kingsford NSW 2032 | Sub-tenancy (share housing) | Furnished single room, bills included

Property	Room in shared house, Kingsford NSW 2032 (full street address is written in the signed copy)
Head tenant	Likheet Shetty
Tenant (sub-tenant)	
Tenancy period	From ___ / ___ / _____ to ___ / ___ / _____

Start inspection date	
End inspection date	
Bond / deposit	As stated in the share housing agreement
Utilities	All bills included in rent (no meter readings needed)

How to use this report

1. Before the tenant moves in, the head tenant inspects the room and shared areas. The head tenant completes the "Start of tenancy" columns and the head tenant comments, and adds dated photos.
2. The head tenant gives the tenant two copies of the completed report before or on the day the tenant moves in.
3. The tenant checks each item. The tenant writes any disagreement or extra damage in "Tenant comments (start)", signs both copies, and returns one copy to the head tenant within 7 days of moving in.
4. At the end of the tenancy, both parties inspect again and complete "End of tenancy comments". This report is used to decide any deduction from the bond or deposit. Fair wear and tear is not damage.

Key: In the Clean, Undamaged and Working columns, write Y (yes), N (no) or N/A (not applicable). Explain every "N" in the comments.

1. The room (for rent)

Item	Start of tenancy			Head tenant comments (start)	Tenant comments (start)	End of tenancy comments
	Clean	Undamaged	Working			
Door, handle and hooks behind door						
Walls and skirting boards						
Ceiling						
Floor (timber-look)						
Window and timber blinds						
Lights and switches						
Power points						
Closed wardrobe						

2. Entry and hallway (shared)

Item	Start of tenancy			Head tenant comments (start)	Tenant comments (start)	End of tenancy comments
	Clean	Undamaged	Working			
Front door, lock and handle						
Walls and skirting boards						
Ceiling and archway						
Floor (timber-look)						
Lights and switches						
Smoke alarm						
Fire extinguisher						

3. Kitchen (shared)

Item	Start of tenancy			Head tenant comments (start)	Tenant comments (start)	End of tenancy comments
	Clean	Undamaged	Working			
Walls and splashback tiles						
Ceiling and lights						
Floor						
Window and curtains						
Benchtops						
Cupboards and drawers						
Double sink and taps						
Gas cooktop						
Oven						
Range hood						
Microwave						
Toaster						
Power points						
Fridges (2, shared)						

4. Bathroom 1 (shared)

Item	Start of tenancy			Head tenant comments (start)	Tenant comments (start)	End of tenancy comments
	Clean	Undamaged	Working			
Door and handle						
Walls and tiles						
Ceiling and vent						
Floor						
Window						
Shower head, hose and taps						
Double basin, vanity and taps						
Mirror						
Shelves and caddies						
Lights						

5. Bathroom 2 (shared)

Item	Start of tenancy			Head tenant comments (start)	Tenant comments (start)	End of tenancy comments
	Clean	Undamaged	Working			
Door and handle						
Walls and tiles						
Ceiling						
Floor and drain						
Shower head, hose and taps						
Shower caddy						
Lights						

6. Toilet 1 (separate)

Item	Start of tenancy			Head tenant comments (start)	Tenant comments (start)	End of tenancy comments
	Clean	Undamaged	Working			
Door and handle						
Walls and tiles						
Floor						
Window						
Toilet, seat and flush						
Bidet spray						
Lights						

7. Toilet 2 (separate)

Item	Start of tenancy			Head tenant comments (start)	Tenant comments (start)	End of tenancy comments
	Clean	Undamaged	Working			
Door and handle						
Walls and tiles						
Floor						
Window						
Toilet, seat and flush						
Bidet spray						
Lights						

8. Laundry, backyard and parking (shared)

Item	Start of tenancy			Head tenant comments (start)	Tenant comments (start)	End of tenancy comments
	Clean	Undamaged	Working			
Washing machines (2)						
Clothes drying area						
Backyard ground and paths						
Fences and gates						
Outdoor lights						
Off-street parking space (if allocated)						

Furniture and items supplied in the room

Item	Qty	Condition at start	Tenant comments (start)	Condition at end
Single bed frame	1			
Single mattress	1			
Pillow	1			
Timber desk with hutch and drawer	1			
White desk (smaller, can be removed)	1			
Office chair	1			
Open wardrobe (timber shelf unit with hanging rail)	1			
Clothes hangers				
Table fan	1			
Portable air conditioner (if requested)	1			
Mirror (if requested)	1			
Fridge shelf and freezer space (location)				

Keys, smoke alarms and safety

Key or access item	Qty given	Qty returned
Front door key		
Room key		
Other (gate key, remote)		

Smoke alarms tested and working?	Yes ☐ No ☐ Date tested: ____ / ____ / _____
Smoke alarm locations	
Fire extinguisher location	Hallway

Signatures

	Name	Signature	Date
Head tenant: start of tenancy	Likheet Shetty		
Tenant: start of tenancy			
Head tenant: end of tenancy	Likheet Shetty		
Tenant: end of tenancy			

This is an example copy for UNSW Study Stays. It contains no tenant details. The completed copy with dated photos is given to the tenant at move-in.

Reference photos (supplied by the head tenant)

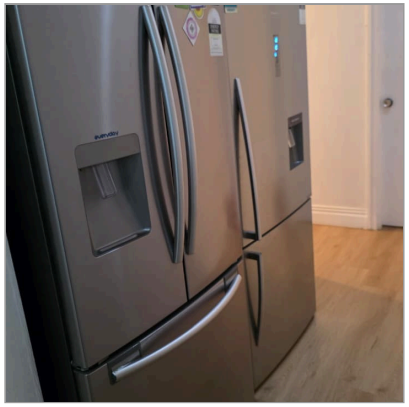
Dated photos of each area are added to the completed copy at the start inspection.



The room



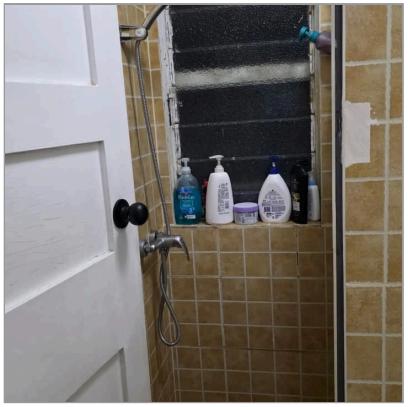
Kitchen



Fridges



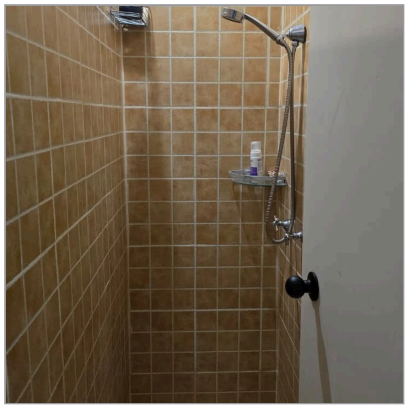
Entry and hallway



Bathroom 1: shower



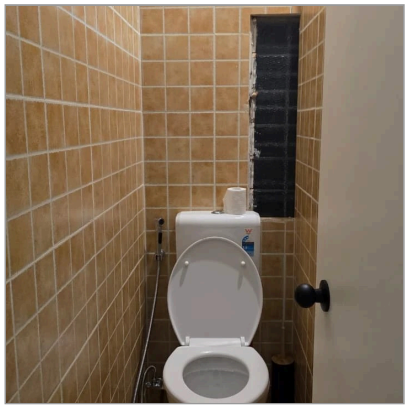
Bathroom 1: basins



Bathroom 2: shower



Toilet 1



Toilet 2