

**NEWARK AND SHERWOOD DISTRICT COUNCIL – CORPORATE PROPERTY
PROPERTY INSPECTION FORM**

ADDRESS: Unit 6, Woodland Close, Clipstone, Notts NG

TENANT NAME:

COMPANY NAME: LIS

TELEPHONE: 07971 063420 **EMAIL:**

REASON FOR INSPECTION: ~~VACATION/NEW TENANT/3 MONTH NOTICE/AUDIT INSPECTION~~

INSPECTION BY: Stuart Sheardown
(NSDC - Landlord)

DATE: 17/08/22

PROPERTY CONDITION

ELEMENT	Work Required Y/N	DETAILS	WORK TO BE COMPLETED BY
DECORATION/ PAINTWORK	Y	Walls require decorating	Tenant
INTERNAL WALLS (any damage)	Y	Internal partitions are in a very poor state.	Tenant (remove office)
CEILINGS/ROOF	Y	Ceiling to unit is ok. Ceilings to partitions are artex and could contain asbestos and in a very poor condition.	Tenant (remove office) Asbestos survey report NSD/MA/JC/1079 0 notes no asbestos present
FLOORING/CARPET (damage/stains)	N	Concrete floor.	
WINDOWS/FRAMES /VERTICAL BLINDS	N		
DOORS/FRAMES/ ROLLER SHUTTERS	N		

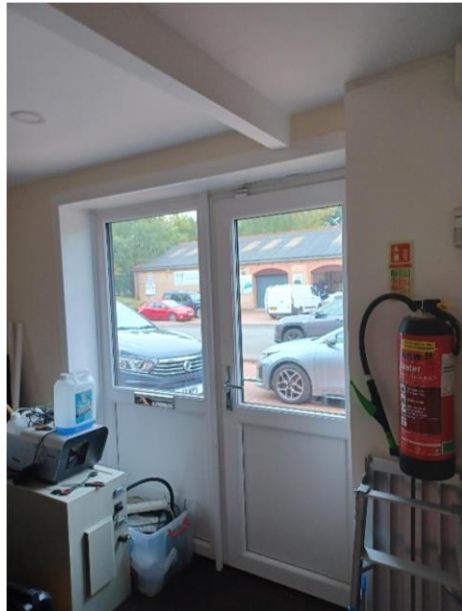
LIGHTING/FIXTURES	Y	No evidence regarding electrical checks.	Tenant
HEATING	Y	Gas heater in workshop/store. No evidence of recent service.	Landlord/Tenant
ELECTRICS	Y	Test required	Tenant
WATER HEATER	N	Water heaters appear to be working ok.	
KITCHEN UNIT	Y	Kitchen unit quite old and due for replacement	Landlord
TOILET/BATHROOM	N	Clean	Tenant
CLEANLINESS OF UNIT	Y	Unit full of stock and needs general tidy up	Tenant
EXTERNAL CLEANLINESS	N		
GUTTERS	N		
EXTERNAL BRICKWORK	N		
MISCELLANEOUS	Y	Offices built by tenant in a very poor state with items stored on the roof. Beam providing support to internal office roof does not appear to have a large enough bearing.	Tenant (remove office)
TENANTS FIXTURES AND FITTINGS		DETAILS	
Offices/chattels		As above	Tenant
TENANCY ISSUES		DETAILS	

FIRE RISK ASSESSMENT	YES /NO	FRA required for tenant operations, no evidence seen of Landlord FRA	Landlord
ASBESTOS REGISTER	YES/ NO	NSDC has copy on file	Landlord
LEGIONELLA LOGBOOK/TESTING	YES /NO	Tenant has not maintained, Landlord to pick up duty upon handover	Landlord
EICR ELECTRICAL SAFETY CERTIFICATE	YES /NO	Tenant has duty, landlord will pick up duty upon handover	Landlord
BUILDING REGULATIONS AND CERTIFICATES	YES /NO	Offices and internal structures not certified, tenant to remove	Tenant
OTHER ISSUES			
UTILITIES	FINAL READINGS	METER NUMBER	
ELECTRICITY			
WATER			
GAS			

PHOTOGRAPHS



Front Elevation



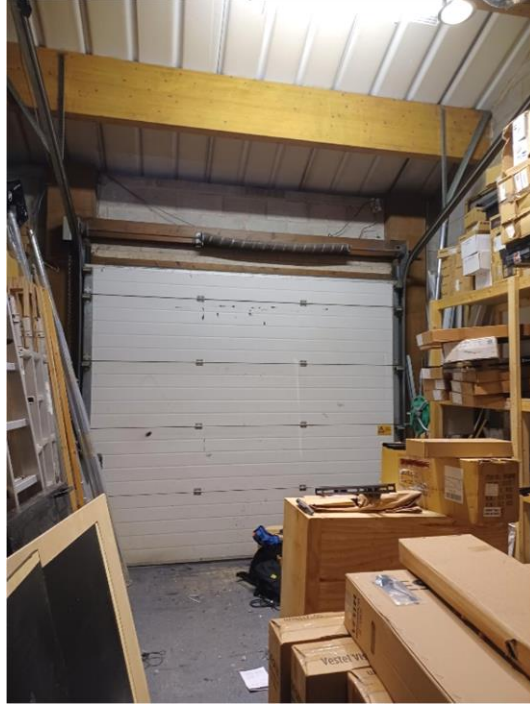
Inside Front Door



Office



Office



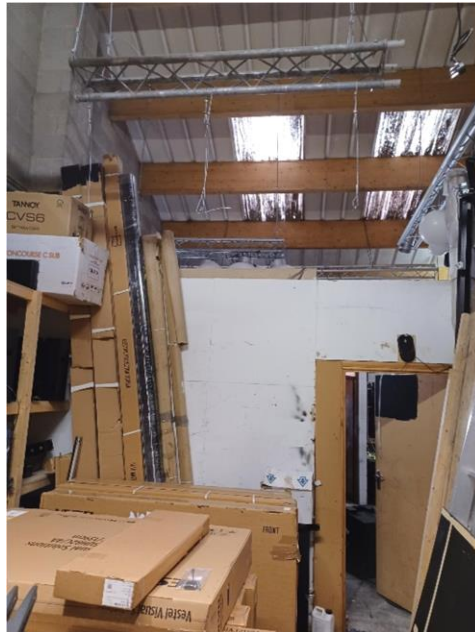
Inside front roller shutter



Storage



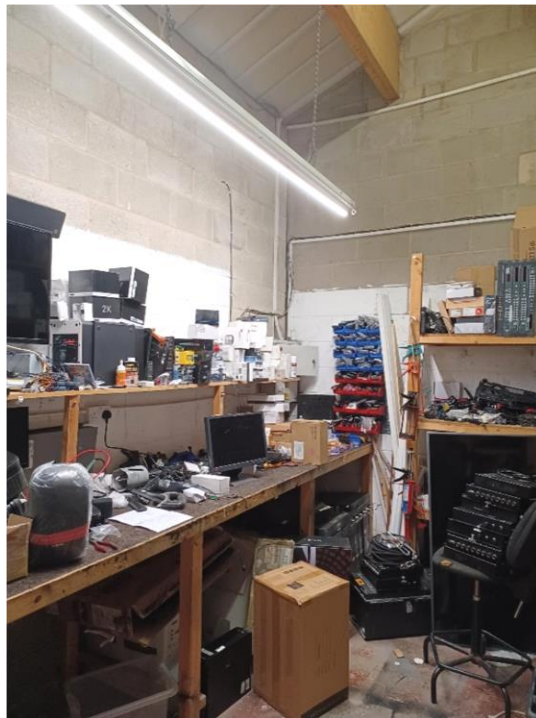
Office timber stud wall



Door to office



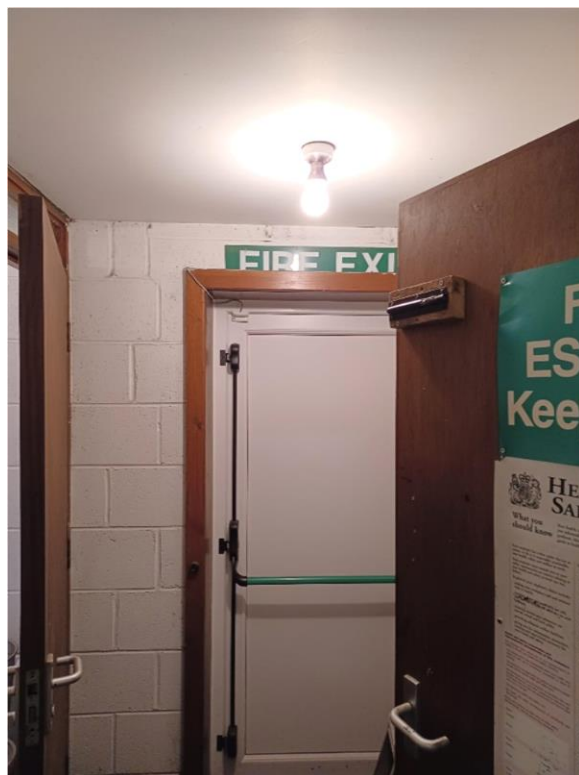
Kitchen Area



Workshop Store



Door to WC



Rear fire exit door



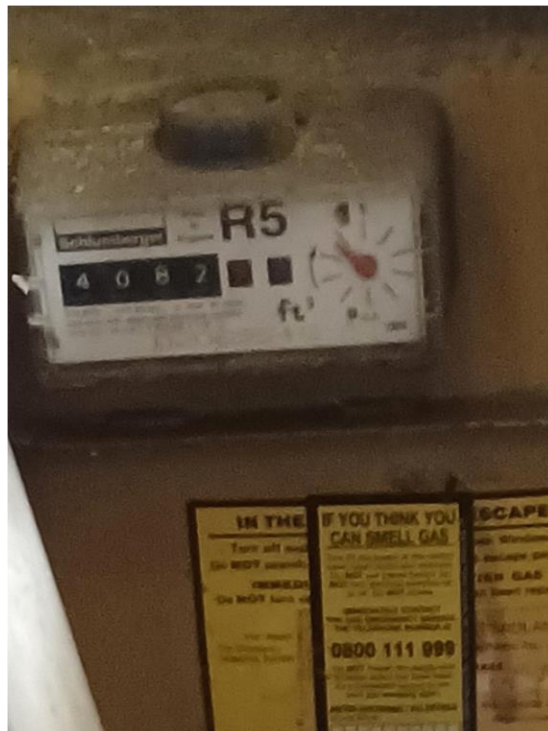
WC



Consumer Unit



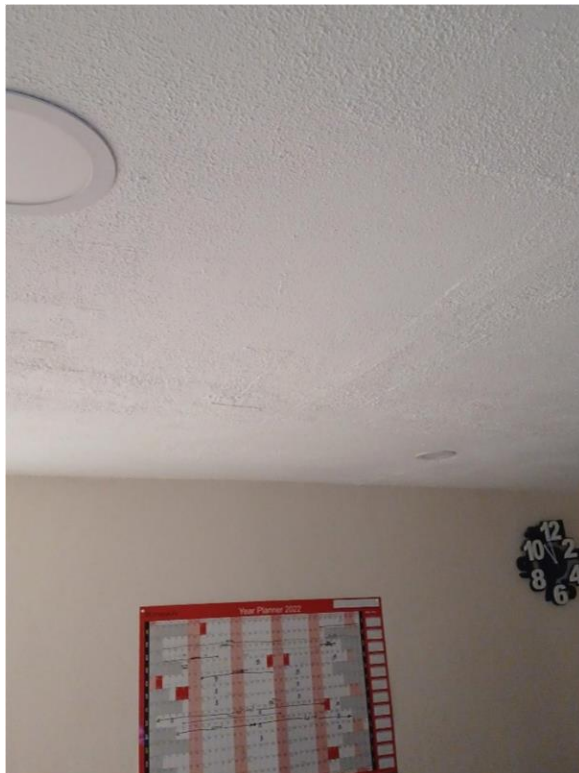
Electric meter read



Meter Read



Gas Heater



Ceiling to office

TENANT:

Signed: _____ **Print Name:** _____

Date: _____

NSDC - LANDLORD:

Signed: _____ **Print Name:** _____

Date: _____