



CARRYING OUT A PRE-MARKETING INSPECTION

FRONT EXTERNAL

Check grass – does it need cut or tidied, check for any rubbish to be removed toys etc?.

Garden should look neat & tidy for photographs.

Fencing panels should be in good condition, not likely to fall on person or property.

Check roof for missing tiles, grass in guttering, water dripping from roof, water marks on external walls of property, signs of damp.

Check driveway (if applicable) for oil/petrol staining & potholes, blocked guttering at ground level, plastic grates should be replaced if missing to avoid drains from blocking.

Manhole covers (if applicable) check they are not defective or a tripping hazard.

If electric meter is outside check balance of electric, there should be a minimum of £5.00 electric for conducting viewings during the day & possibly in the evening's.

REAR EXTERNAL

Back garden should be neat & tidy, check for bins Black, Brown & Blue, check that they are not contaminated ie household rubbish in recycling bins, if so they need to be emptied.

Dip oil tank and make sure tank has not been tipped.

Check outbuildings have been left empty, remove any dangerous items ie paint, petrol, garden tools.

Check that you have all keys for the property a minimum of 2 full sets, one set for the Tenant & one set for the Agent.

OFCH boiler needs check to make sure it is running, also check for any leaks, and detail sticker of when it was last serviced, if no sticker can be found recommend servicing.

(Switch heating on & leave running for duration of inspection)



ENTRANCE HALL

Enter front door, check door is well secure & all glass (if applicable) is in good condition.

Check for correct positioning of smoke detector, test battery & sounder, replace if necessary.

Check electrical installation, if there is no record of last inspection, recommend that a suitably qualified electrician is instructed to inspect & certify that the installation is compliant with current safety standards.

Check ceiling wall & floor covering, if dirty or grubby recommend painting, fixing & steam cleaning of carpets as required to removing any stains.

Test light, check that there are working light bulbs in every room.

Check lounge for fire type, if solid fuel room heater needs to be serviced & a co detector fitted, also applies for gas & wood burning stoves.

Solid fuel fires need to be swept prior to a Tenant moving in.

Electrical fires/inserts need to be PAT tested.

Check for locks on windows, all windows should be able to open for fire safety reasons.

All windows should be fitted with blinds or curtains.

Check sofa for a fire safety label, if none present Landlord needs to either replace or remove.

Check all electrical sockets for any visual defects.

KITCHEN

Check that all kitchen appliances are in good working order & clean.

Any gas appliances ie cooker needs to be tested & certified, co detector fitted.

Advise Landlord that any abandoned items, including electrical items with plugs need to be removed or otherwise Landlord pays to have them PAT tested.

Check extractor fan is in good clean working order & light is working.

Check that there are no leaking kitchen taps.

Check that all kitchen units have been cleared & units are clean.

Check all electrical sockets for any visual defects.



STAIRS & LANDING

Check carpets for any tripping hazards, stair banister spindles (if applicable) should be no more than 100mm for safety reasons, especially if there are children in the house

Check positioning of smoke detector, it should be no more than 3m directly away from the entrance to each bedroom, correctly fitted on the highest point, test battery, sounder & replaced if necessary

BATHROOM

Check all sanitary appliances & fittings are in good clean working order ie toilet flushing ok no blockages, toilet seat not loose, check for plumbing leaks, extractor fan (if applicable) is working

BEDROOMS

If bedrooms are furnished with beds, mattresses need to be checked for a fire safety label, if none present mattresses need to be removed & replaced

Check ceiling wall & floor covering, if dirty or grubby recommend painting, fixing & steam cleaning of carpets as required to removing any stains

Check all floor coverings for potential tripping hazards

Check sockets in all bedrooms for any visual defects

Check all doors can be opened & closed, door handles are properly fitted & working correctly

Radiators should be tested in each room for heat output & no leaks are present

REMEMBER TO TURN THE HEATING AND WATER MAINS OFF!