



Holdsworth Real Estate  
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## Routine Inspection Guide

In order for us to adequately check the premises for maintenance during inspections it is imperative that the property be presented in a clean and tidy manner. We suggest that you follow this Routine Inspection Guide in preparation of your next inspection.

Where it becomes necessary to re-inspect due to the tenant's failure to maintain the premises, **an additional inspection charge**, as specified in the lease agreement, **is payable by the Tenant.**

### OUTSIDE

- Weeds to be removed from lawn and garden beds.
- Lawns to be mowed.
- Verandahs, patios, garage, carport driveway and paving to be swept.
- Oil stains to be removed from the paving or concrete driveway.
- Weeds to be removed from paving.
- Cobwebs to be removed from eaves, carports and sheds.
- Where pets are kept on the property, all animal droppings to be removed.
- All rubbish to be removed, i.e: it is unacceptable to keep unlicensed vehicles and/or car bodies on the premises.
- General pruning of bushes/trees.

### INSIDE

- Carpets to be vacuumed, or if stained then professionally cleaned.
- All hard floors to be washed.
- Bathroom floor, vanity basin, bath and shower to be cleaned.
- Bathroom glass to be cleaned (shower screens, mirrors etc).
- Toilet (including seat and pedestal) to be cleaned.
- Windows to be cleaned. Fly screens to be dusted down.
- Dust window runners, sills, tracks and skirting boards.
- Oven, shelves, grill, drip trays and hot plates to be cleaned. Oven surround and control panel also to be cleaned.
- All kitchen bench tops and cupboard doors to be cleaned.
- Kitchen and laundry sinks to be cleaned.
- Light fittings to be dusted, with insect spots washed off if necessary. Ceiling fan blades to be cleaned (if applicable).
- Hand marks to be removed from walls, doors and around light fittings.
- Shower recess, walls and floors – soap scum removed.

**Please note that all Maintenance Must Be Reported.**

**Failure to report maintenance may result in the tenant becoming liable for the cost of the repair i.e. failure to report a water leak which results in the damage worsening will become the responsibility and cost of the Tenant to repair.**