sydney university village

room condition form

Within 24 hours of moving in, any damaged or missing items must be reported to Village management by returning this apartment Room Condition form.

FOUR BEDROOM APARTMENT
(Page 1 of 2)

Resident Name: _____ Room No: _____ Date: _____

Signature: _____

	Bedroom	√	X	**Condition**
1	Study desk			_____
1	Fixed book shelf			_____
1	Notice/Pin board			_____
1	Trash bin (bedroom)			_____
1	Curtains			_____
1	King single bed mattress and base			_____
1	Mattress protector			_____
1	Full length mirror			_____
1	Study chair adjustable			_____
1	Wardrobe			_____
1	Television antenna outlet			_____
1	Data/Communication outlet and Cable			_____
1	Telephone hand set			_____
1	Carpet			_____
1	Walls			_____
1	Ceiling			

	Kitchen/Living	√	X	**Condition**
1	2 Seater lounge			_____
2	Tub Chairs			_____
1	Artwork (framed print)			_____
1	Trash bin with swing lid (kitchen)			_____
1	Curtain (lounge)			_____
1	Coffee side table			_____
6	Kitchen chairs			_____
1	Kitchen table			_____
1	Microwave Convection oven with griller			_____
1	Refrigerator (500 Litre capacity)			_____
1	Electric cook top (4 Plate)			_____
1	Range hood (recirculating type)			_____
1	Stainless steel sink with tap ware			_____
1	Fire Blanket			_____
1	Carpet			_____
1	Walls			_____
1	Ceiling			

If a resident fails to advise of any problems within 24 hours, the resident will be taken to have been satisfied with the condition of the bedroom and apartment which he or she has occupied and confirmed that the apartment is in good and undamaged condition. You will be billed for any loss or damage not reported by you at this time.

sydney university village

room condition form

Within 24 hours of moving in, any damaged or missing items must be reported to Village management by returning this apartment Room Condition form.

FOUR BEDROOM APARTMENT
(Page 2 of 2)

Resident Name: _____ Room No: _____ Date: _____

Signature: _____

	Bathrooms	√	X	**Condition**
2	Trash bin			_____
2	Shower screens			_____
2	Basin			_____
2	Mirror over sink (900x300)			_____
2	Toiletry shelf			_____
2	Towel rail (60 cm)			_____
2	Toilet paper holder			_____
2	Robe hook			_____
2	Soap holder			_____
2	Vent			

	Housekeeping kit	√	X	**Condition**
1	Soft broom			_____
1	Mop & Plastic bucket			_____
1	Dustpan & Brush			

Comments: Please note any marks and damages on walls and ceilings

(INCLUDING COMMON AREAS)

_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____
_____

If a resident fails to advise of any problems within 24 hours, the resident will be taken to have been satisfied with the condition of the bedroom and apartment which he or she has occupied and confirmed that the apartment is in good and undamaged condition. You will be billed for any loss or damage not reported by you at this time.