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.

FIVE 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**
2	3 Seater lounge			
1	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.

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(Page 2 of 2)

Resident Name: _____ Room No: _____ Date: _____

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	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			_____
1	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)

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