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.

STUDIO 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	Double bed mattress and base			_____
1	Mattress protector			_____
1	Full length Mirror			_____
1	Study chair adjustable			_____
1	Wardrobe			_____
1	Ceiling fan			_____
1	Television antenna outlet			_____
1	Data/Communication outlet and Cable			_____
1	Telephone hand set			_____
1	Artwork (framed print)			_____
1	Microwave oven			_____
1	Refrigerator115 litre (Disabled Apt 80 Litre)			_____
1	Carpet			_____
1	Walls			_____
1	Ceiling			

Bathroom		√	X	Condition
1	Trash bin			_____
1	Shower screens			_____
1	Basin			_____
1	Mirror over Basin			_____
1	Toiletry Shelf			_____
1	Towel rail			_____
1	Toilet paper holder			_____
1	Robe hook			_____
1	Soap holder			_____
1	Vent			

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

(INCLUDING COMMON AREAS)

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Signature: _____

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