

BEDROOM INVENTORY

Please return this inventory completed to Reception within **48 hours** of your arrival. Ensure you have checked everything in your bedroom no matter how small. Any maintenance issues and/or missing items please report these to Reception/Helpdesk.

FLAT DETAILS

BLOCK:

FLAT:

ROOM:

BEDROOM	CHECKED	RESIDENT'S COMMENTS
Bedroom door, room number and spy hole (if applicable)		
Ceiling - Smoke detector		
Light shade and light switch		
Painted walls		
Bedroom window with handle & restrictor		
Curtains		
Carpet		
Bed base		
Bedside units (if applicable)		
Mattress (check both sides)		
Desk trunking and sockets		
Noticeboard		
Radiator / Heater		
Book shelves		
Desk light/lamp		
Desk/workstation		
Desk chair		
Wardrobe		
Waste bin		
Coat hooks		

ENSUITE FACILITIES (IF APPLICABLE)	CHECKED	RESIDENT'S COMMENTS
Doors with closers		
Basin and taps		
Vanity light and mirror		
Toilet, flush handle, seat and cover		
Toilet brush and holder & toilet roll holder		
Shower, curtain/screen		
Shower wall, ceiling and flooring (tiled)		

KITCHENETTE (STUDIO ONLY)	CHECKED	RESIDENT'S COMMENTS
Kitchen cupboards		
Hot plate		
Refrigerator		
Microwave combination oven		
Cooker hood		
Kettle		
Kitchen sink		
Recycle bin		
Fire extinguisher and fire blanket		
Small table & 2 chairs		

PRINT NAME:

SIGNED:

DATE: