

## Terms & Conditions

"The Assessor" means Dee Moss or the persons appointed by Simple Seeds to inspect the Premises for the purpose of preparing an Inventory or carrying out a Check-in or Checkout.

The "Instructing Principle" means the person who has instructed Simple Seeds Inventories to carry out an Inventory, Check-in / Checkout.

"The Premises" means the property and the contents to be listed in the Inventory.

"The Inventory" means the items at the Property to be prepared in accordance with the following conditions:

The Assessor will prepare the report to provide an independent and informative account of the condition of the property and it's contents at the time of inspection. It is the responsibility of the tenant, landlord and/or agent to agree the accuracy and the content of the report. No disputes regarding the contents or description contained within the Inventory will be taken into account unless noted at the beginning of the Tenancy within seven days.

The Inventory will be a full and detailed list of furniture, fixtures, fittings and household effects including any outdoor space. The report is prepared as an "as seen" snapshot and provides a fair and accurate record of the contents of the Premises and the condition at the time the Inventory is prepared. The Inventory is compiled for identification purposes only and does not constitute a valuation or statement of authenticity, it is solely a listing that such item exists in the property at the time the Inventory is compiled.

The Assessor who has prepared this report is not a qualified surveyor or valuer and this report is not in any way a structural survey or valuation report. No remarks regarding the structural condition of the property have been made nor has there been any attempt to place a monetary value on the property or its contents.

The Assessor who has prepared this report is not an expert on any matter including but not limited to fabrics, woods, materials or antiques and this report should not be used as an accurate description of each and every piece of equipment or furniture within the property, as items listed will be described in a generic nature.

Any plants, cleaning materials and light bulbs have been considered as perishable items and are therefore not listed. Heavy furniture and fittings have not been moved nor carpets or rugs lifted, in the inspection of the property and therefore, observations may have been restricted where such items restrict full view. Areas of the property, which were locked or not easily or immediately

## Terms & Conditions

accessible, will be excluded from the report including items left in any loft or cellar spaces or within a locked room.

Areas such as gardens, garages, basements and sheds have only been reported on if requested to do so at the point of instruction and are subject to an additional charge. Items that have not been seen and therefore not recorded are the sole responsibility of the landlord.

If the inspection was completed with the tenant in situ, it is deemed difficult for the Assessor to differentiate between items belonging to the landlord and that of the tenant and as such Assessor cannot be held responsible for inaccuracies. It is the responsibility of the landlord to verify and confirm the accuracy of this report.

In the preparation of an inventory report, the absence of comments understands a listed item to be free from obvious defects, damage or soiling and is considered to be in a good, clean condition.

Up to three photographs will be taken in each room, which will be displayed at the bottom of each documented room. Fixed items such as light sockets and fittings, electrical sockets, telephone point's, aerial outlets, satellite connections, electrical blank plates and fuse boxes are assumed to be completed, intact and in place. All window casement, catches, locks and keys are undamaged unless otherwise indicated. Settling cracks to walls and ceiling are acceptable and have not been reported on unless it is considered necessary.

The Assessor cannot be held responsible for discrepancies in meter readings between the landlord and the utility companies and cannot be held responsible for missing information in respect of meter readings if access to meters is prohibited or restricted or in the event a meter cannot be located. It is advisable to confirm where the relevant meters are located at time of booking if not easily located, for example large blocks of flats or where porters access is required.

## **HEALTH & SAFETY**

This report relates only to the furniture, furnishings and the landlords equipment and contents, as identified to the Assessor, within the property. It is no guarantee of or a report on the adequacy or safety of any of the equipment and is merely a record that such items exist within the property and their superficial condition, at the time the property was inspected.

The Assessor has recorded the presence and superficial condition of heating systems, utility supplies, fire fighting or detecting equipment and security alarms but it is important to note that none of which has been tested for their working order or suitability. The inspector is not under any circumstances qualified to test appliances, heating systems or plumbing and a qualified contractor or professional should be appointed for this purpose.

To ensure that you have a comprehensive understanding of ALL 'legal requirements' and 'duty of care', please contact your Local Area Office of the Health and Safety / Environmental Health Department / Department of Trade and Industry or similar bodies who will advise you accordingly.

## **Furniture & Furnishing Safety**

The Furniture and Furnishings (Fire) (Safety) Regulations 1998 (amended 1989 & 1993) provide items supplied in the course of tenanted properties to comply with the minimum fire resistant test set out within the regulations. The regulations apply to all upholstered furniture, beds, headboards and mattresses, sofa-beds, futons and other convertibles, nursery furniture, fabricated garden furniture, scatter cushions, pillows and additional fabric coverings etc. All furniture manufactured before 1950 is exempt as are curtains, carpets, and bed linen, etc. Furniture manufactured between 1950 and 1983 should be carefully checked. All non-compliant furniture must be removed before the due date of occupancy. In practice, items that comply will have a suitable permanent label attached. Where the Inventory notes "FFR label seen" this should not be interpreted to mean the item complies with the "Furniture and Furnishings (Fire) (Safety) Regulations 1988 as amended 1993", it is merely a statement that a label has been seen. It is strongly recommended that the Instructing Principle ensures all items comply with the relevant safety regulation before the Tenancy commences.

Linen will be listed as seen, however soiled items or linen stuffed in cupboards will not be fully inspected. All linen should be freshly laundered and folded on top of the bed to allow for easy identification.

Items such as books or large collections of DVD's will only be listed as "a quantity of"; any items of value should be removed prior to the Inventory compilation.

## **Photos**

At least three photos per room will be included in the price

## **Cancellation**

Once the Assessor has arrived at the property a fee of £50 will be charged should an appointment be cancelled, for whatever reason.

## **Insurance**

We carry full Public Liability and Professional Indemnity Insurance.

## **Terms of Payment**

The Client shall pay the fee within 14 days of invoice. Except where instruction is taking directly from a landlord or tenant where payment is required in full prior to services carried out.

The Company reserves the right to apply statutory interest charges for late payments for any fees more than 14 days overdue from the date of invoice.

## **Delivery / Intellectual Property**

Simpleseeds will endeavor to deliver completed reports within 1 working days, electronically in PDF format All reports remain the property of SimpleSeeds, and may not be electronically copied, altered, or retained without express permission from SimpleSeeds.

The Landlord / Agent is responsible for checking the report on delivery and any dispute over content or description must be notified within seven working days.

Any Agent or Landlord who instructs SimpleSeeds to carry out any services on their behalf accepts these Terms of Business in full.