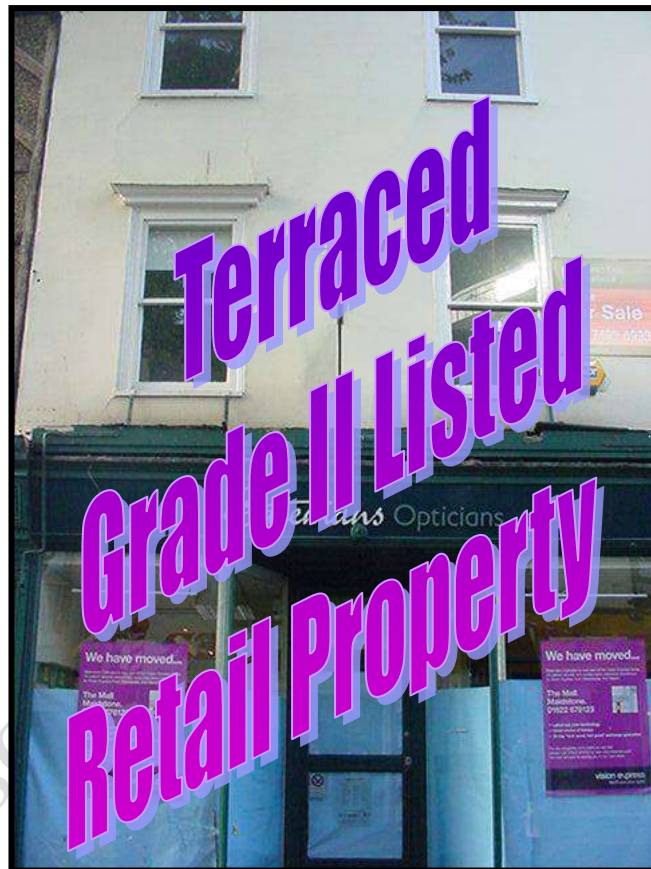


# SCHEDULE OF CONDITION

xxxxxxxxxxxx

**Maidstone,  
Kent,  
ME16 xxx**

xxxxxxxxxxxx



FOR

xxxxxxxxxxxx

Prepared by:

**GEM Associates Limited**

**INDEPENDENT CHARTERED SURVEYORS**

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Kitchenette  
Open plan area to rear

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## **Introduction**

The Schedule of Condition offers a detailed description of the condition of the property at the time of our inspection on xxxxxxxx

We have not carried out any formal or informal investigations with any local authorities or other statutory bodies with regard to issues relating to this property. We can happily carry this out but you do need to instruct us in writing to do so.

## **Information Summary**

<b>Address:</b>	XXXXXXXXXX XXXXXXXXXX XXXXXXXXXX
<b>Prospective Tenant:</b>	XXXXXXXXXX
<b>Covenants: Repairing Covenant, Redecorating Covenant, Reinstatement Covenant, Regulation Covenant, Yield Up Covenant:</b>	We have not seen a copy of the lease and we have therefore assumed the property has a full repairing and insuring lease (FRI), or will have under the proposed lease. We have assumed it is a standard lease with no unusual or onerous clauses. Your Legal Adviser should confirm this and advise us of any unusual or onerous clauses immediately.
<b>Photographs:</b>	We typically take approximately 250 photographs during the course of a Schedule of Condition. We reserve the right to produce these photographs to establish the condition of the property over and above the ones included in the report.
<b>Orientation:</b>	All directions are taken as if viewing the property from the front.
<b>Weather</b>	At the time of the survey the weather was a warmish autumn day. The weather did not hamper the survey.

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**Asbestos Warning:**

In this age of property it was very common to use asbestos. Most leases require an asbestos report. We have not carried out an asbestos test or report but we would recommend one is carried out. We are not asbestos surveyors.

**Key**Dated Defined

Where this term is used, we do not believe the cyclical three/five year redecoration as per the Full Repairing and Insuring lease requirements has taken place.

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# **ELEVATIONS**

All directions given as you face the property.

The property has been viewed from ground level.

Under the terms of most Leases there is a redecoration covenant requiring redecoration on termination of the Lease we assume this will take place or appropriate agreed monetary compensation in lieu of this to the new tenants.

This is a Grade II Listed building. This may have more onerous repairing clauses because of this than those stated within the lease.

## **Contents:**

Front Elevation

Left Elevation

Rear Elevation

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## FRONT EXTERNAL ELEVATION




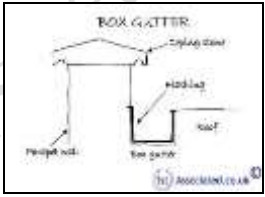

Top of building



Shop front



Whole of building

DESCRIPTION	CONDITION	ACTION REQUIRED
<p><b>Roofs:</b></p> <p>We had a very limited view of the roof. Hipped clay tiles hidden from view</p>	<p>Based upon the condition of the timbers seen within the roof dampness is coming in</p>  <p>Roof hidden from view</p>	<p>Make watertight</p>
<p><b>Parapet wall and box gutter:</b></p>  <p>Box gutter</p>	<p>From the dampness within the top rooms the guttering is leaking</p>  <p>Box gutter behind parapet wall</p>	<p>Make watertight</p>
<p><b>Downpipes:</b></p> <p>Assumed internal (not visible)</p>		




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<p><b>Walls:</b></p> <p>Modern cement render</p> <p>Structural frame – timber frame assumed</p>	<p>A cement render can accelerate deterioration to a timber frame (assuming there is a timber frame beneath)</p>	<p>Take samples of the render to determine its composition.</p> <p>Should be re-decorated as part of the yield up clause within the lease and due consideration given.</p> <p>Open up to check condition of the structure below the render before taking on lease</p>
<p><b>External Detailing:</b></p> <p>Windows: Timber single glazed sliding sash windows</p>  <p>Sliding sash window</p> <p><b>Shop front and associated signage and canopy:</b></p> <p>Painted single glazed double shop front with central entrance door</p> <p>Canopy to shop front</p>  <p>Canopy</p> <p>Signage</p>	<p>Dated</p> <p>Glass has been pushed out of position.</p> <p>Bare wood visible in areas and damage to the top</p>  <p>Damaged canopy</p> <p>Previous owners signage remains</p>	<p>Repair, prepare and redecorate</p> <p>Re-bed glass and make secure. Repair, prepare and redecorate</p> <p>Repair, prepare and redecorate</p> <p>Remove signage</p>

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## LEFT HAND ELEVATION

<p><b>Passage way to left hand side:</b></p> <p>Ceiling: Painted Timber boarding</p> <p>Wall: Painted Timber boarding</p>  <p>Timber ceiling and walls With possible rainwater pipe</p>	<p>Flooded at the time of our inspection</p>  <p>Flooded passage way</p>	<p>Establish ownership</p> <p>Redecorate the ceilings and walls assuming you are the owner</p> <p>Investigate reason for flooding. Likely to be leaking rainwater pipes which need to be made watertight and redirected</p>
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## REAR ELEVATION



Vertical tiling to top



Rear of property



Rear view- shiplap boarding needs re-staining

DESCRIPTION	CONDITION	ACTION REQUIRED
<b>Roofs:</b>  Not visible		See comments in front elevation with regards to roof leaking and deterioration to roof structure
<b>Gutters and Downpipes:</b>  Plastic	Average – re-routing recommended	Ensure all gutters are watertight and falling towards the downpipe. Repair and secure as necessary, ensure downpipes are clear.



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<p><b>Walls:</b></p> <p>Vertical tiling : high level Painted brickwork : low level</p> <p>Wooden ship lapped boxed area</p> <p>Structural Frame Timber frame assumed</p>	 <p>Tiles and painted brickwork</p>  <p>Wooden ship lapped boxed area</p>	<p>Repair, prepare and redecorate</p> <p>Repair, prepare and redecorate</p> <p>Open up and check condition prior to legally committing to lease.</p>
<p><b>External Detailing:</b></p> <p>Windows: Single glazed sliding sash windows</p> <p>Painted timber door</p>	<p>Dated</p> <p>Dated</p>	<p>Repair, prepare and redecorate</p> <p>Repair, prepare and redecorate</p>

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# **INTERNAL**

All directions given as you face the property.

The property has been viewed from ground level.

Under the terms of most Leases there is a redecoration covenant requiring redecoration on termination of the Lease we assume this will take place or appropriate agreed monetary compensation in lieu of this to the new tenants.

## **Contents**

### **Basement**

#### **Ground Floor**

Retail Area

#### **First Floor**

Two offices

Kitchenette

Open plan area to rear

#### **Second Floor**

Office to front

Male and Female Toilets

Staff room to rear

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# **RETAIL TRADING AREA**

## **Ground Floor**

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## Shop Trading Area






Entrance and double shop front



Trading area to front



Left hand side looking towards rear

DESCRIPTION	CONDITION	ACTION REQUIRED
<b>Ceilings:</b>  Suspended ceiling tile with exposed grid   Suspended ceiling tiles	Water staining to ceiling tiles   Water staining   Above ceiling tiles	Replace. Unlikely to be able to find matching tiles therefore allow for replacing the entirety of the suspended ceiling system

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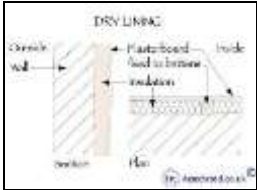


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<p><b>Walls:</b></p> <p>Textured wallpaper onto a false wall</p>  <p>Dry lining</p> <p>Shop fitted units and floor mounted units</p> <p>Reception counter to far right hand side with access to cellar area behind it</p>	<p>Dry lined</p>  <p>Checking for dampness and discovering the walls were dry lined</p>  <p>Existing reception counter to rear</p>	<p>Dampness anticipated behind the false walls from the general conditions throughout the property</p> <p>Leaseholders/Landlord to remove existing fixtures and fittings</p> <p>Leaseholders/Landlord to remove existing fixtures and fittings</p>
<p><b>Floors:</b></p> <p>Carpeted</p> <p>Joist and floorboard beneath</p> <p>Two steps to a high level rear</p>	<p>Deflection to the floor</p> <p>Woodworm and rot to timber beneath noted from within the cellar</p>	<p>Clean / or replace carpet.</p> <p>Support floors</p>
<p><b>Detailing:</b></p> <p>Glazed shop front-double bay</p> <p>Glazed timber frame door</p>		<p>Clean glass</p> <p>Clean glass</p>
<p><b>Services:</b></p> <p>Cat 2 lights</p> <p>Dated spotlights</p>		<p>Have IEE test and report</p>
<p><b>Stairs:</b></p>		<p>See below</p>

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## Staircase

Ground floor to first floor



Stairs to first floor



Looking up the stairs to first floor



Top of stairs

DESCRIPTION	CONDITION	ACTION REQUIRED
<b>Ceilings:</b>  Painted plaster (which is the underside of the staircase from the first to second floor)	Marked	Repair, prepare and redecorate
<b>Walls:</b>  Textured wallpaper	Dated	Repair, prepare and redecorate
<b>Handrail:</b>  Wooden	Dated	Clean handrail and balustrade and re-varnish
<b>Floors:</b>  Carpet	Used	Clean/ or replace

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## **BASEMENT AND STAIRS**

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## Basement Area

Accessed from ground floor, rear right hand side.

It is approximately three quarters of the foot print of the entire building





Front of basement



Back of basement



Shelving in basement

DESCRIPTION	CONDITION	ACTION REQUIRED
<b>Ceilings:</b>  Boarded with timber trims on the joints  Joists are horizontal	Damp deterioration and woodworm   Woodworm   Floorboards with joists	Repairs and additional work required for strengthening of floors

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<p><b>Walls:</b></p> <p>Brickwork with a render with lime wash</p> <p>Studwork – one sided- it divides the basement</p> <p>Metal frame to the front of the basement</p>	<p>Signs of woodworm and wet rot</p>  <p>Wet rot in timbers</p>  <p>Dampness coming through to cellar</p>  <p>Metal frame given support to the entrance door area</p>	<p>Repair and replace timbers</p> <p>Landlord to confirm this has Listed Building approval</p>
<p><b>Floors:</b></p> <p>Concrete and timber</p> <p>One step three quarters of way in</p> <p>Two steps to rear section</p>	<p>Trip hazard</p>  <p>Step</p>	<p>Make the floor safe and good</p>
<p><b>Sanitary Ware:</b></p> <p>Old sink to front left hand side</p>	<p>Damaged</p>	<p>Replace</p>
<p><b>Detailing:</b></p> <p>Two Georgian style sliding sash windows</p>	<p>Dated</p>	<p>Make good and repair</p>
<p><b>Services:</b></p> <p>Electric fuse boards</p>	 <p>Fuse boards</p>	<p>Provide test certificates</p>

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## **FIRST FLOOR**

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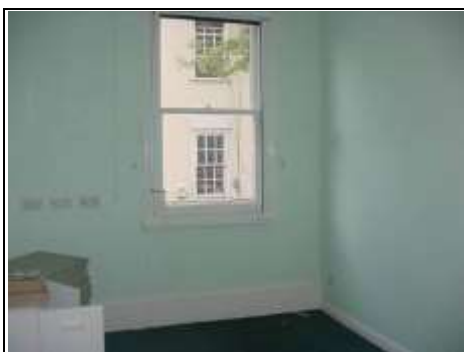
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## Front Right Hand Side Office



Front right hand office

DESCRIPTION	CONDITION	ACTION REQUIRED
<b>Ceilings:</b>  Textured painted	Dated	Repair, prepare and redecorate
<b>Walls:</b>  Woodchip paper	Crack to middle of right hand wall  Undulation to front right hand corner  Old fixing holes	Repair, prepare and redecorate
<b>Floors:</b>  Carpet	Used	Clean/or replace
<b>Sanitary Ware:</b>  Sink	 Sink	Deep clean

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<b>Detailing:</b>		
Windows:	Modern timber sliding sash window with roller shutters	Ease and adjust
Painted timber door	Marked	Repair, prepare and redecorate
<b>Services:</b>		
Fluorescent light		Clean

## Front Left Hand Office



Front left hand office

DESCRIPTION	CONDITION	ACTION REQUIRED
<b>Ceilings:</b> Textured painted	Dated	Repair, prepare and redecorate
<b>Walls:</b> Woodchip paper	Dated	Repair, prepare and redecorate
<b>Floors:</b> Carpet	Used	Clean/or replace
<b>Sanitary Ware:</b> Sink is part of the unit on left hand side		Deep clean
<b>Detailing:</b> Windows:  Painted timber door	Modern timber sliding sash window with roller shutters  Marked	Repair, prepare and redecorate  Repair, prepare and redecorate
<b>Services:</b> Florescent Lights	No diffuser on lights	Provide diffuser and clean

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## Internal Kitchenette



Kitchenette



Kitchenette ceiling



Sink area

DESCRIPTION	CONDITION	ACTION REQUIRED
<b>Ceilings:</b>  Painted with one light bulb	Dated	Repair, prepare and redecorate
<b>Walls:</b>  Woodchip paper	Dated	Repair, prepare and redecorate
<b>Floors:</b>  Carpet	Used	Clean / or replace
<b>Sanitary Ware:</b>  Sink with splash back		Deep clean
<b>Detailing:</b>  Painted timber door	Marked	Repair, prepare and redecorate
<b>Services:</b>  Soil and vent pipe -plastic		

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## Rear Open Plan Room to left hand side



Rear room



Rear room

DESCRIPTION	CONDITION	ACTION REQUIRED
<b>Ceilings:</b>  Painted	Dated	Repair, prepare and redecorate
<b>Walls:</b>  Painted Display units		Remove display units and make good Repair, prepare and redecorate
<b>Floors:</b>  Carpet	Used	Clean/ or replace
<b>Detailing:</b>  Windows:  Painted timber door	Dated	Repair, prepare and redecorate  Repair, prepare and redecorate

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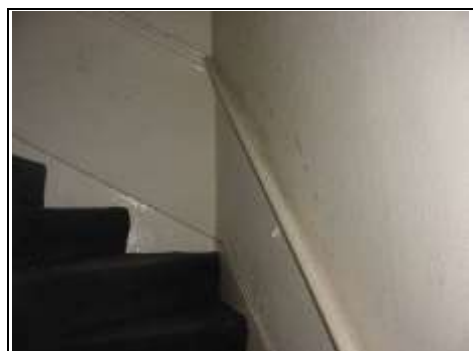
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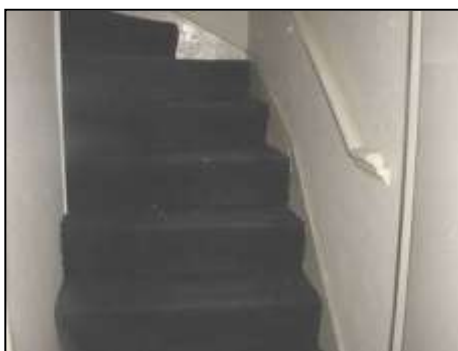
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## Staircase to Right Hand Side

First floor to top floor




Stairs bending round to left



Stairs to top floor



Dampness above staircase area

DESCRIPTION	CONDITION	ACTION REQUIRED
<b>Ceilings:</b>  Painted	Marked with undulations, indicating lath and plaster ceiling  Ladder access	Make roof watertight before carrying out work  Repair, prepare and redecorate
<b>Walls:</b>  Woodchip paper	Heavily marked  Dampness visible	Repair, prepare and redecorate
<b>Floors:</b>  Carpet	Used	Clean / or replace

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## **SECOND FLOOR**

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## Front Store Area



Left hand side of room



Right hand side of room

DESCRIPTION	CONDITION	ACTION REQUIRED
<b>Ceilings:</b>  Painted	Dampness coming in to front of right hand window  Dampness next to window	Make roof, parapet wall and box gutter watertight prior to carrying out work  Repair ceiling Prepare and redecorate
<b>Walls:</b>  Painted	Dampness to rear right hand side dividing wall	Repair walls Prepare and redecorate
<b>Floors:</b>  Floorboard	Deflection This may relate to embedded timbers or woodworm and wet rot	Strengthen floors

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<b>Detailing:</b>		
Windows: Sliding sash windows	Dated	Repair, prepare and redecorate
Borrowed lights to the rear		Redecorate
Door to left We assume this is to the adjoining property		Landlord to advise where door leads and whether it's a fire regulation requirement i.e. fire escape as it is not identified as such

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## Gents Toilets



Gent WC

DESCRIPTION	CONDITION	ACTION REQUIRED
<b>Ceilings:</b> Woodchip wallpaper Vent	Dated	Repair, prepare and redecorate
<b>Walls:</b> Painted woodchip wallpaper	Dated	Repair, prepare and redecorate
<b>Floors:</b> Poly vinyl	Marked	Clean /or replace
<b>Sanitary Ware:</b> One WC, one wash hand basin	WC encased Dated wash hand basin	Deep clean
<b>Detailing:</b> Painted timber door	Marked	Repair, prepare and redecorate

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## Ladies Toilets



Ladies WC

DESCRIPTION	CONDITION	ACTION REQUIRED
<b>Ceilings:</b>  Woodchip wallpaper  Vent	Dated	Repair, prepare and redecorate
<b>Walls:</b>  Painted woodchip wallpaper	Dated	Repair, prepare and redecorate
<b>Floors:</b>  Poly vinyl	Dated and deteriorating	Clean /or replace
<b>Sanitary Ware:</b>  One WC, one wash hand basin	WC is within a shelf Dated wash hand basin with a water heater	Deep clean
<b>Detailing:</b>  Borrowed light to rear room  Painted timber door	Marked	Redecorate  Repair, prepare and redecorate

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## Staff Room to Rear




Left hand side of room



Right hand side of room



Staff room

DESCRIPTION	CONDITION	ACTION REQUIRED
<b>Ceilings:</b>  Painted woodchip wallpaper  Smoke alarm	Dated	Repair, prepare and redecorate  Needs test and report
<b>Walls:</b>  Painted	Dampness to left hand side  Damp coming through on left hand side from the roof and the wall	Repair, prepare and redecorate
<b>Floors:</b>  Carpet	Used	Clean
<b>Sanitary Ware:</b>  Sink and drainer to left hand side and a Saniton Aquarius water heater		Deep clean

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<b>Detailing:</b>		
Windows: timber sliding sash		Repair, prepare and redecorate
Painted panel door		Repair, prepare and redecorate
<b>Services:</b>		
One fluorescent light		Clean

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## ROOF - INTERNAL





Pole timbers and some wooden pegs



General view of roof



Cut timber roof

DESCRIPTION	CONDITION	ACTION REQUIRED
<p><b>Roof Covering:</b></p> <p>Note we could not see the roof properly.</p>	<p>Pigeons are in the roof indicating that there are holes in the roof covering which will allow rain water in</p>  <p>Damp and pigeons coming in Pigeon droppings throughout</p>	<p>Repair and make watertight</p>
<p><b>Roof Structure:</b></p> <p>Roof timbers: There are a combination of styles of ages and timber roofing</p>	<p>The roof timbers showed signs of dampness and were relatively thin profile compared with what we typically see.</p>  <p>King post has been cut</p>	<p>We would expect extra strengthening to be required in the roof or replacement of timbers</p>




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<p><b>Underlayer:</b></p> <p>Hessian based indicating the property has been re-roofed post war</p>	 <p>Dark areas between the timbers are the underlayer</p>	<p>Details to be obtained from the landlord</p>
<p><b>Flue:</b></p> <p>Asbestos</p>  <p>Asbestos flue</p>	 <p>Close up of asbestos flue</p>	<p>Remove asbestos</p> <p>Asbestos survey to be carried out. We are not asbestos surveyors and advise you take specialist advice on this</p>

## **OTHER MATTERS**

### **SERVICES**

#### **Electrics**

The electrics were located in the basement.

**ACTION REQUIRED:** All electrics need to be tested by an NICEIC approved electrician or equivalent to Institute of Electrical Engineers (IEE) standard.

#### **Heating**

No heating was noted throughout the property. We assume it has been previously heated via electric heaters.

#### **Energy Efficiency**

Older properties such as this will not be as energy efficient as modern properties. We feel that energy efficiency will become very important in years to come and may well affect re-saleability of a property particularly to national companies with national green policies. We are advised this is already starting to happen to some extent in the office sector. There are many areas where energy efficiency and heat loss could be improved however as this property is listed careful consideration needs to be given to this.

#### **Disability Discrimination Act**

You should be aware that it is now a requirement to give reasonable access to the disabled and make reasonable amendments to the property as is necessary to accommodate them. In this case there is a stair access so you need to consider this.

**ACTION REQUIRED:** You should ask to see if a report has been carried out in line with the Disabilities Act highlighting areas that can be improved or have been improved.

XXXXXXXXXXXXXXXXXX

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## **Asbestos Register**

We have seen asbestos in the roof. Asbestos was commonly used post war until it was banned only in the last ten or so years, although it is rumoured that it was still used after this point in time.

It is now a requirement for any public building to have an asbestos register, indicating whether there is or is not asbestos and if so where it is.

**ACTION REQUIRED:** An Asbestos Register should be provided by the outgoing tenant/landlord.

You should note that work involving products containing asbestos is covered by Health and Safety legislation and you are recommended to seek the advice of the Local Authority Environmental Health Officer before proceeding with any such work.

We are not asbestos surveyors.

This is not a structural survey or a building survey.

XXXXXXXXXXXXXXXXXX

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## **LIMITATIONS**

As per our original Terms of Engagement, we would remind you specifically that:

We have not inspected parts of the structure that were covered, unexposed or inaccessible during our inspection. We therefore cannot confirm that such parts are free from defect, structural or otherwise.

We have not determined whether any hazardous materials such as high alumina cement, calcium chloride, asbestos etc have been used in the construction.

Our report is for the use of the party to whom it is addressed above and no responsibility is accepted under the Third Parties Act or for any third parties who use this report in whole or in part.

We have not carried out a comprehensive test of any electrical, mechanical or drainage services. We therefore cannot confirm that they are operational and in good condition. If you wish us to arrange tests please advise.

We have not carried out or arranged for specialists to undertake any reports, for example an environmental report or an audit report upon the property. We are therefore unable to advise whether any contaminated or other adverse environmental issues affect the site.

The Schedule of Condition has been prepared by GEM Associated Limited following a visit on xxxxxxxxx. This report does not constitute a Structural Survey (now known as a Building Survey).

XXXXXXXXXXXXXX

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**Signature Document in Relation to**

**XXXXXXXXXXXXXXXXXXXX**

**Schedule of Condition**

This signature document represents page 38 and 39 of a 39 page Schedule of Condition relating to:

XXXXXXXXXXXXXXXXXXXX

as prepared by

XXXXXXXXXXXXXXXXXXXX, Chartered Surveyors

You should ensure your Legal Advisor gets this document signed by the relevant parties and agreed prior to legal commitment to purchase. Delete/amend as you require.

**Lessees Representative**

We verify that this is a true and accurate record of the condition of:

XXXXXXXXXXXXXXXXXXXX

As inspected on XXXXXXXXXXXX

By

XXXXXXXXXXXXXXXXXXXX, Chartered Surveyors

Signed: ..... Dated: XXXXXXXX

For and on Behalf of XXXXXXXXXXXX

XXXXXXXXXXXXXXXXXXXX

Independent Chartered Surveyors

Marketing by: \_\_\_\_\_

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XXXXXXXXXX has seen and forwarded this document on by recorded delivery on  
..... to the owners/landlords or their legal  
representatives in relation to the proposed Lease.

Signed: ..... Dated: .....  
XXXXXXXX

**Landlords Representative (delete as applicable)**

Print Name: ..... for and on behalf of  
..... has inspected and read the  
Schedule of Condition for an on behalf of .....  
and accepts that it is a true and accurate record.

Signed: ..... Dated: .....

For and on Behalf of:

I have the authority to sign this document on behalf of the aforementioned  
company.

XXXXXXXXXXXXXXXXXX

Independent Chartered Surveyors

Marketing by: \_\_\_\_\_

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