

**Company Name:** Sandgate RTM Company Ltd

**Inspector Name:** Thomas Dellow AIRPM

**Inspection Date:** 22 November 2022

### Purpose

This site inspection record is used when undertaking regular site inspections and is solely for the purpose of recording and monitoring the common (communal) parts on behalf of the above company.

### What Is Included

The below report comments on the general condition of the interior and exterior communal parts (where applicable) as they were found at the time of this inspection.



**Please note:** This inspection is carried out visually by the property manager or a competent person instructed by the property manager and should not be used for any other purpose than to comment and record the general state and condition of the common (communal) parts that are inspected during a routine site visit. Where further investigation, testing or remedial work is required, a competent person is instructed by the property manager.



# BLOCK MANAGEMENT LTD

PROFESSIONAL PROPERTY MANAGEMENT

Internal Inspection	Acceptable	Not Acceptable	N/A	Comments	Action
<b>Entrances</b> (Main doors)	✓			The main door was found to be locked on inspection	None
<b>Hallway</b> (Communal Lobbies and Stairs)		✓		Personal items were found in the communal area and ticketed	Review
<b>Lighting</b> (Standard and Emergency Lighting)	✓				None
<b>Internal Doors</b> (Compartment Doors)	✓			The doors opened and closed freely on inspection	None
<b>Cupboard Doors</b> (Electrical Cupboard Doors)	✓				None
<b>Windows</b> (Communal Windows)	✓				None
<b>Signage</b> (Communal Notices)	✓				None
<b>Additional Comments</b>					None



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External Inspection	Acceptable	Not Acceptable	N/A	Comments	Photos
Exterior Structure (The Building)	✓				None
Guttering (Gutters and Fascia)	✓				None
Roofing (Tiles and Cladding)	✓				None
Communal Grounds (Gardens and Common Areas)	✓				None
Bin Store (Waste Disposal Areas)		✓		A few items of cardboard were improperly disposed in the bin area	Review
Car Park (Vehicle Parking)	✓				None
Bike Store (Bicycle Areas)			✓		None
Additional Comments					None

**Entrances (Main Doors)**



**Hallway (Communal Lobbies and Stairs)**



**Lighting (Standard and Emergency Lights)**



**Internal Doors (Compartment Doors)**



**Cupboard Doors (Electrical Cupboard Doors)**

**Windows (Communal Windows)**

**Signage (Communal Notices)**

**Additional Photos**



Exterior Structure (The Building)	Guttering (Gutters and Fascia)	Roofing (Tiles and Cladding)	Communal Grounds (Gardens and Common Areas)
			
Bin Store (Waste Disposal Area)	Car Park (Vehicle Parking)	Bike Store (Bicycle Areas)	Additional Photos
			