



PROPERTY INVENTORY

2-bed apartment	Flat 6, 20 East Street, Leeds, West Yorkshire, LS12 1LS		
Agent/Landlord	Simon Cutting, YO43 3JD		
Date	17/07/2013	Term of AST	6 Months
Tenant Names	Mr A Renter, Mrs B Renter		



Throughout the Report where there is no reference to cleanliness and no additional comments added by either party, there is an assumption that there are no cleanliness issues.

Unless damage is noted by either party, there is no issue with damage at all or the working condition of items.

Where lights or light fittings or any electrical item are mentioned, there is an assumption that they are working unless otherwise noted by either party.

If smoke alarms are fitted, they are mentioned in the specifications of the pertinent rooms.

Property left in lofts, cellars or locked rooms, which do not form part of this inventory, are the sole responsibility of the landlord.

LEGEND OF TERMS TO BE USED REGARDING PROPERTY CONDITION WITHIN THIS INVENTORY

PROPERTY CONDITION

NEW CONDITION (abbreviated to 'New'): Items/Walls/Floor Coverings/Fixtures which are new / redecorated / without any visible fault

GOOD CONDITION (abbreviated to 'Good'): Items/Walls/Floor Coverings/Fixtures which are in good condition, but with minor signs of wear, paint chips, or marks which are consistent with average usage of not more than 2 or 3 years fair wear and tear.

REASONABLE CONDITION (abbreviated to 'Reasonable'): Items/Walls/Floor Coverings/Fixtures which are functional and sound, but show signs of wear through age or usage, such as walls having a number of paint chips or marks throughout.

POOR CONDITION (abbreviated to 'Poor'): Items/Walls/Floor Coverings/Fixtures which are heavily marked or worn and where their function may be questionable.

CLEANING CONDITION

PROFESSIONALLY CLEANED (abbreviated to 'Prof Clean'): Where a room and/or the items in the room have been cleaned professionally and correctly prior to the new tenancy.

GOOD CLEAN CONDITION & SUITABLE FOR OCCUPATION (abbreviated to 'Good Clean'): Where a room and/or the items in the room have been cleaned before the tenancy commenced but, unlike a professional clean, certain items, such as skirting boards, might not have been washed and/or wiped down and carpets may not have been shampooed. Nevertheless, the room and the items in it should be considered clean and tidy.

HAS NOT BEEN CLEANED PRIOR TO NEW OCCUPATION (abbreviated to 'Not Cleaned'): Where a room and/or the items in the room have not been cleaned prior to a new tenancy. In such cases, any marks showing on carpets, curtains or other items should be detailed in the comments section.

Basic information regarding Property

Summary Status of Property (Further Details May Be Provided in Inventory Commends Regarding Item)	Yes/No
Property clear of all garbage	Yes
Heating system left ON	Yes
All Doors & Windows working	Yes
Cooker and Oven clean	Yes
Fridge/Freezer clean	Yes
Freezer defrosted	Yes
Alarm in working order	N/a
Telephone connected	Yes

Keys Provided With Property	Lock Vendor	Number
Front door	Yale	2
Back door	N/A	
Side door	N/A	
Garage	N/A	
Other (bin store etc)	Front entrance/Yale	2
Parking permit	Parking Permit	1

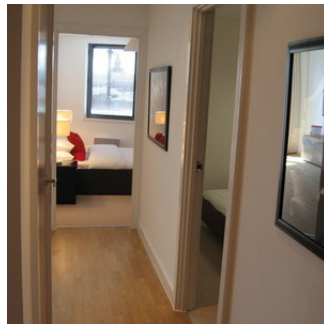
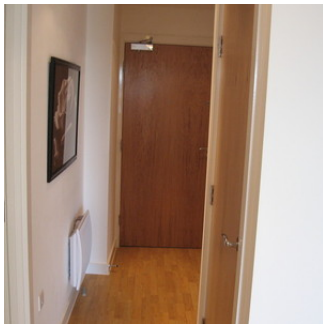
Local Authority for Council Tax
Leeds City Council

Manuals provided with Property
Electric heating system, cooker, hob, fridge, freezer

UTILITY	
Gas Supplier	N/A
Gas Reading	N/A
Location of gas meter	N/A
Electric Supplier	N-Power
Electric Reading	123456
Location of electric meter	In hall cupboard
Water Supplier	Yorkshire Water
Water reading (if applicable)	7891011
Location of water meter	Under sink in kitchen
Location of water stock-cock	Under sink in kitchen

Entrance Hallway

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
1) Doors	New	Prof Clean	Front Door is timber painted white. Door to living room is timber stained in light oak finish. No chips or marks on either.	
2) Walls	New	Prof Clean	Walls freshly painted white. No visible marks.	
3) Ceiling	New	Prof Clean	Ceiling freshly painted white. No visible marks.	
4) Skirtings	New	Prof Clean	Skirting boards are in timber, painted white. No visible marks.	
5) Floor Covering	New	Prof Clean	Floor is laminate in Beech effect. No marks or defects.	



TENANT 1 ✘

TENANT 2 ✘

TENANT 3 ✘

TENANT 4 ✘

TENANT 5 ✘

TENANT 6 ✘

LANDLORD ✘

Entrance Hallway

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
6) Radiators	New	Prof Clean	Wall mounted slimline electric heater with thermostat and timer built in. No marks or defects. Checked and working.	
7) Light fittings	New	Prof Clean	4 x recessed ceiling lights with chrome surrounds. All working.	
8) Sockets and switches	New	Prof Clean	Two white plastic double sockets. Both in good order, no marks or damage.	
9) Pictures	New	Prof Clean	Three print pictures in black frames approximately 2' x 1.5' each. Two on one wall and one of the other. All brand new.	

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TENANT 6 ✕

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Living Room 1

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
10) Doors	New	Prof Clean	Door from hallway is timber stained in light oak finish. No chips or marks. French windows are grey metal double glazed. Slight scratch, 12" long, on bottom left hand door. No other marks.	
11) Walls	New	Prof Clean	Walls freshly painted white. No visible marks.	
12) Ceiling	New	Prof Clean	Ceiling freshly painted white. No visible marks.	
13) Skirtings	New	Prof Clean	Skirting boards are in timber, painted white. No visible marks.	
14) Floor Covering	New	Prof Clean	Floor is laminate in Beech effect. No marks or defects, except for black scatch/mark 8" long on right hand side of sofa.	



TENANT 1 ✘

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Living Room 1

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
15) Radiators	New	Prof Clean	Wall mounted slimline electric heater with thermostat and timer built in. No marks or defects. Checked and working.	
16) Light fittings	New	Prof Clean	Six low voltage ceiling lights. All in working order and pristine condition.	
17) Sockets and switches	New	Prof Clean	Four white plastic double sockets, two on wall either side of sofa; two on wall either side of sideboard. One white plastic triple light switch. All in good order, no marks or damage.	
18) Curtains and blinds	New	Prof Clean	Plain, block beige cotton unlined curtains with tab tops and with chrome rail. No marks or stains visible.	
19) Telephone Point	Good	Good Clean	BT Telephone point in white plastic. No marks.	
20) Coffee table	Good	Prof Clean	Small stainless steel coffee table with glass top. In good order although not new. No visible marks or damage. Some slight scratches to glass top, through medium use.	
21) Dining Table	Good	Good Clean	Stainless steel, glass topped circular dining table and 4 chairs in brown leather finish. Chairs are unmarked. Table has 1/2" long chip in glass top, along outer edge. Otherwise in good order.	

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Living Room 1

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
22) Picture	New	Prof Clean	Three pictures in black frames. Two above sofa and one over sideboard. All of water scenes and all are new and in pristine condition.	
23) Side Table	Good	Good Clean	Wood effect sideboard with two doors in front. Not new but in good condition. Small scratch about 4" long on right hand side of top surface. Otherwise no marks.	
24) Sofa and chair	Good	Prof Clean	Two seater sofa and matching chair in brown suedette finish. In good condition with possibly 2-years use. Only visible mark is halfpenny-size bleach stain on right arm of chair.	
25) Lamp	New	Prof Clean	Free standing standard lamp in chrome finish with beige shade. No visible marks.	
26) Fire Retardant Labeling	N/A	N/A	Sofa and chair both have Fire Retardant labeling visible.	

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TENANT 6 ✕

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Kitchen

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
27) Walls	Good	Prof Clean	Walls freshly painted white. There is a dark 3" round mark on back wall, possibly done when installing fridge. No other marks.	
28) Ceiling	New	Prof Clean	Ceiling freshly painted white. No visible marks.	
29) Skirtings	New	Prof Clean	Skirting boards are timber, painted white. No visible marks.	
30) Floor Covering	New	Prof Clean	Laminate floor covering in Beech effect. No visible marks.	
31) Light fittings	New	Prof Clean	Three low voltage ceiling lights in good working order.	



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Kitchen

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
32) Electric sockets	New	Prof Clean	Two white plastic sockets on back wall at low level. Two further white plastic double sockets at worktop level. Also, switch for hob-hood. All in good order.	
33) Cooker Hob hood	New	Prof Clean	Brand new hob hood in stainless steel, with no marks. Switch to left hand side.	
34) Fitted kitchen units.	New	Prof Clean	Single run of timber units with red gloss doors. 1.5 metre base units plus 1.5 metre wall units plus larder unit for fridge freezer and housing for cooker/hob. All pristine condition.	
35) Oven and hob	New	Prof Clean	Brand new built in whirlpool oven and ceramic hob. No marks. As new.	
36) Sink	New	Prof Clean	Round stainless steel sink, fitted into worktop. Stainless steel mixer tap. In pristine order. No marks or defects.	
37) Worktop and splashback	New	Prof Clean	Worktop and splashback in solid wood. No visible marks.	

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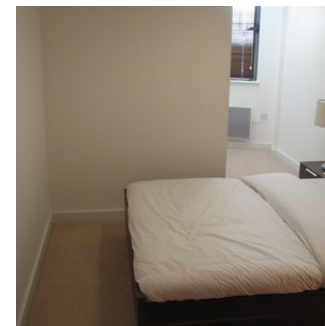
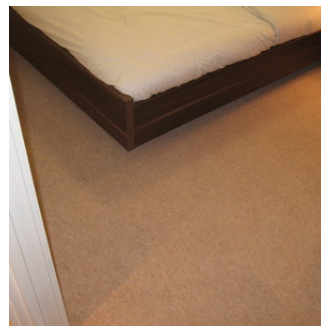
TENANT 5 ✕

TENANT 6 ✕

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Bedroom 1

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
38) Doors	New	Prof Clean	Doors are timber stained. In good order with no visible marks.	
39) Walls	New	Prof Clean	Walls freshly painted white. No visible marks.	
40) Ceiling	New	Prof Clean	Ceiling is freshly painted white. No visible marks.	
41) Skirtings	New	Prof Clean	Skirting boards are timber painted white. No visible marks.	
42) Windows	New	Prof Clean	Window is timber effect UPVC, double glazed. In pristine condition and with no visible marks. Key to window is fitted in lock.	



TENANT 1 ✘

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Bedroom 1

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
43) Floor Covering	New	Prof Clean	Beige wool-mix good quality fitted carpet. In 'as new' condition, with no visible marks.	
44) Radiators	New	Prof Clean	Single slimline electric radiator with timer and thermostat fitted. In good order and working order and no marks or damage.	
45) Lights	Good	Prof Clean	2 Ceiling rose lights. With beige shades. No visible marks.	
46) Sockets and switches	New	Prof Clean	Three twin white plastic sockets, one either side of bed and one on opposite wall. Two white plastic light switches to side of each door. All in pristine condition.	
47) Curtains and blinds	New	Prof Clean	Dark brown timber fitted venetian blinds in good working condition with no damage, dust or marks.	
48) Telephone point	New	Prof Clean	White plastic telephone point to right hand side of bed. In pristine condition.	
49) Wardrobe	New	Prof Clean	Built in double wardrobe with sliding doors in wood effect finish. In pristine order with no visible marks	

TENANT 1 ✘

TENANT 2 ✘

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TENANT 5 ✘

TENANT 6 ✘

LANDLORD ✘

Bedroom 1

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
50) Bed and Bedding	Good	Prof Clean	Low level double bed with fitted bed side tables. In good order and with no marks or damage. Bedding is included and has been professionally cleaned.	
51) Bedside lamps	Good	Good Clean	Two bedside lamps on bedside tables either side of the bed. Both in good working order with no marks.	
52) Picture	New	Prof Clean	One, wall mounted, picture of flowers in a black frame above bed. In 'as new' condition.	
53) Fire Retardant Labelling	N/A	N/A	Bed, Pillows and Mattress all have Fire Retardant Labelling showing.	
54) Mattress	Good	Prof Clean	Almost new Slumberdown mattress. Clean on both sides but with small stain (possibly tea?) in one corner. Otherwise no marks or stains.	

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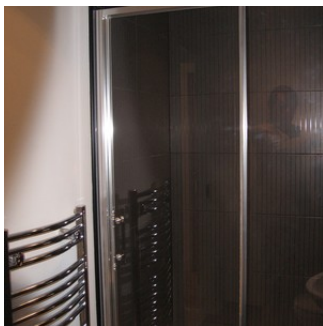
TENANT 5 ✕

TENANT 6 ✕

LANDLORD ✕

Bedroom 1 En Suite

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
55) Walls	New	Prof Clean	Two walls freshly painted white. No visible marks. Other walls and shower are newly tiled in black. No visible marks.	
56) Ceiling	New	Prof Clean	Ceiling freshly painted white, no visible marks.	
57) Floor Covering	New	Prof Clean	Floor is tiled with black ceramic tiles. 6" tiles also fitted as skirting board on section of wall which is not fully tiled. No visible marks. Grouting is fresh and unmarked.	
58) Towel rail	New	Prof Clean	Chrome electric towel rail fitted to wall. In unmarked, working order.	
59) Light fittings	New	Prof Clean	Three low voltage ceiling lights in main part of bathroom. One waterproof ceiling light over shower. All in good working order.	



TENANT 1 **X**

TENANT 2 **X**

TENANT 3 **X**

TENANT 4 **X**

TENANT 5 **X**

TENANT 6 **X**

LANDLORD **X**

Bedroom 1 En Suite

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
60) Shaver point	New	Prof Clean	Chrome finish shaver point on right hand side wall, away from sink. In good condition and no visible marks or damage.	
61) Shower cubicle and sanitary wear	New	Prof Clean	Large walk in chrome finish shower with fitted shower unit and sliding glass door. White porcelain toilet and basic. All in pristine working order with no marks or damage.	
62) Mirror	New	Prof Clean	Fitted, recessed mirror over sink with pine surround. Good condition and no marks or damage.	

TENANT 1 ✕

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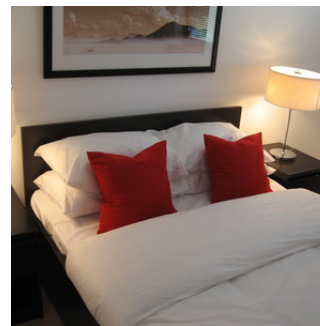
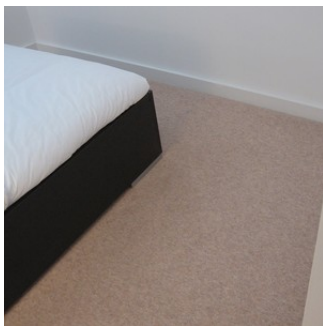
TENANT 5 ✕

TENANT 6 ✕

LANDLORD ✕

Bedroom 2

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
63) Doors	New	Prof Clean	Door is light oak stained timber with no visible marks.	
64) Walls	New	Prof Clean	Walls have been freshly painted white, with no visible marks.	
65) Ceiling	New	Prof Clean	Ceiling is freshly painted white with no visible marks.	
66) Skirtings	New	Prof Clean	Skirting boards are timber painted white. Good condition with no visible marks.	
67) Floor Covering	New	Prof Clean	Beige, wool mix fitted carpet of medium quality. In 'as new' condition. No marks or stains.	



TENANT 1 ✘

TENANT 2 ✘

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TENANT 5 ✘

TENANT 6 ✘

LANDLORD ✘

Bedroom 2

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
68) Radiators	New	Prof Clean	Single, slimline wall-mounted electric radiator with timer and thermostat fitted. In new working condition.	
69) Light fittings	New	Prof Clean	Single pendant light fitting with beige shade. Good condition and no marks.	
70) Sockets and switches	New	Prof Clean	Three white plastic double sockets, one either side of bed and one on other side of room. One white plastic light switch. All in good order, no damage or marks.	
71) Windows	New	Prof Clean	Window is dark timber-effect UPVC double glazed unit. In new condition with no marks. Key is left in lock.	
72) Curtains and blinds	New	Prof Clean	White timber-effect fitted venetian blinds, in good working condition. No damage, marks or dust.	
73) Bed	New	Prof Clean	Double bed with duvet and cover. In New condition with no marks.	
74) Bedside tables	Good	Good Clean	Two dark timber bedside tables, one on either side of bed. Right hand side one has 'cup ring' mark on top surface. Otherwise both in good condition.	

TENANT 1 ✕

TENANT 2 ✕

TENANT 3 ✕

TENANT 4 ✕

TENANT 5 ✕

TENANT 6 ✕

LANDLORD ✕

Bedroom 2

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
75) Picture	New	Prof Clean	Wall mounted picture with black frame showing seascape, on wall above bed. In 'as new' condition.	
76) Bedside lamps	Good	Good Clean	Two table lamps, one on each table. In good condition. Chrome stands and beige shades. No damage or marks on either.	
77) Mattress	New	Prof Clean	Brand new Slumberland mattress	
78) Fire Retardant Labelling	N/A	N/A	Bed, Mattress, Pillows and Cushions all have Fire Retardant Labelling showing	

TENANT 1 ✕

TENANT 2 ✕

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TENANT 4 ✕

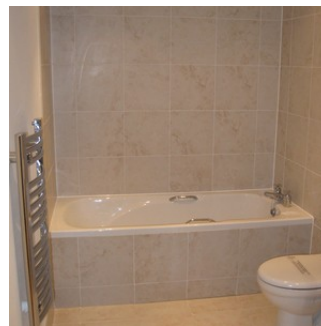
TENANT 5 ✕

TENANT 6 ✕

LANDLORD ✕

Bathroom

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
79) Doors	New	Prof Clean	Door is timber stained light oak. No visible marks or damage.	
80) Walls	New	Prof Clean	Two walls are freshly painted white. Balance of walls are covered in new beige marble-effect tiles including area at back and side of bath. Grouting is fresh. No marks on any part.	
81) Ceiling	New	Prof Clean	Ceiling is freshly painted white, with no visible marks.	
82) Floor Covering	New	Prof Clean	Floor and skirting are in marble-style beige ceramic tiles, newly fitted with no visible marks or damage. Grouting is fresh.	
83) Towel rail	New	Prof Clean	16-bar chrome, wall-mounted, electric towel rail. In 'as new' working condition.	



TENANT 1 ✘

TENANT 2 ✘

TENANT 3 ✘

TENANT 4 ✘

TENANT 5 ✘

TENANT 6 ✘

LANDLORD ✘

Bathroom

Feature	Condition	Cleanliness	Other Comments	Tenants Comments (BLOCK) at Check-In or within 7-days of Check-In
84) Light fittings	New	Prof Clean	Four ceiling mounted low voltage lights in good working order.	
85) Sockets and switches	New	Prof Clean	One white plastic light switch. One white plastic shaver socket to right hand side of sink. Both with no marks or damage.	
86) Sanitary wear	New	Prof Clean	White plastic bath. White porcelain sink and toilet. Taps in chrome finish. All in 'as new' condition.	
87) Mirror	New	Prof Clean	Recessed wooden mirror over sink. In good condition with no marks or damage.	
88) Glass shelf	New	Prof Clean	Fitted glass shelf with chrome fittings, fitted above sink. In 'as new' condition.	

TENANT 1 ✕

TENANT 2 ✕

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TENANT 4 ✕

TENANT 5 ✕

TENANT 6 ✕

LANDLORD ✕

Declaration

I/we the undersigned tenant(s), having checked this Inventory for the above-mentioned property, at the commencement of my/our tenancy, find that it gives an accurate account of the condition of the property and its contents.

I/we understand that, at the end of the tenancy the Inventory will be checked again by the landlord or the landlord's agent and that any variance in the state and condition of the property will be listed and noted. After allowing for fair wear and tear, I/we agree to be liable for any repairs, replacement, cleaning or making good of the property and/or items.

It is agreed that I/we can detail any defects within the Property that are not included within this inventory, in the appropriate place on each page and, in further space if required, in the addendum sheet at the end of the inventory and that, if I/we do not wish to be held liable for these defects at the end of the tenancy, I/we must ensure that the landlord or the landlord's agent signs the relevant page(s) of the inventory on which my comments are made, before the commencement of the tenancy. If, for any reason, I/we cannot provide this list of defects before the commencement of the tenancy then I understand and hereby agree that it is my responsibility to ensure that I present my/our list of defects to the landlord or his/her agent within a maximum of 7-days after the commencement of the tenancy and that, once he/she/they have signed-off and agreed my list, I will retain an original copy of it, otherwise I accept that I may be held liable for any such defects.

I/we agree that the Legend of Terms used to describe the condition of the property and/or its fittings or contents within this inventory are those detailed below, although further comments may have been provided by the landlord or the landlord's agent to better explain such condition.

Tenant	Tenant Name	Tenant Signature	*	Tenant	Tenant Name	Tenant Signature	*
Tenant 1	MrARenter			Tenant 4			
Tenant 2	MrsBRenter			Tenant 5			
Tenant 3				Tenant 6			
Landlord or Landlord's Agent Name				Landlord or Landlord's Agent Signature			

* Please tick if tenant present at check-in

Name of person moving-in Tenant(s) into the Property on behalf of the Landlord (BLOCK CAPITALS)

LEGEND OF TERMS TO BE USED REGARDING PROPERTY CONDITION WITHIN THIS INVENTORY**PROPERTY CONDITION**

NEW CONDITION (abbreviated to 'New'): Items/Walls/Floor Coverings/Fixtures which are new / redecorated / without any visible fault

GOOD CONDITION (abbreviated to 'Good'): Items/Walls/Floor Coverings/Fixtures which are in good condition, but with minor signs of wear, paint chips, or marks which are consistent with average usage of not more than 2 or 3 years fair wear and tear.

REASONABLE CONDITION (abbreviated to 'Reasonable'): Items/Walls/Floor Coverings/Fixtures which are functional and sound, but show signs of wear through age or usage, such as walls having a number of paint chips or marks throughout.

POOR CONDITION (abbreviated to 'Poor'): Items/Walls/Floor Coverings/Fixtures which are heavily marked or worn and where their function may be questionable.

CLEANING CONDITION

PROFESSIONALLY CLEANED (abbreviated to 'Prof Clean'): Where a room and/or the items in the room have been cleaned professionally and correctly prior to the new tenancy.

GOOD CLEAN CONDITION & SUITABLE FOR OCCUPATION (abbreviated to 'Good Clean'): Where a room and/or the items in the room have been cleaned before the tenancy commenced but, unlike a professional clean, certain items, such as skirting boards, might not have been washed and/or wiped down and carpets may not have been shampooed. Nevertheless, the room and the items in it should be considered clean and tidy.

HAS NOT BEEN CLEANED PRIOR TO NEW OCCUPATION (abbreviated to 'Not Cleaned'): Where a room and/or the items in the room have not been cleaned prior to a new tenancy. In such cases, any marks showing on carpets, curtains or other items should be detailed in the comments section.

Continuation Sheet for Tenant(s) Comments

Additional sheet to list details of any aspects of the property, such as bad marks on the walls, stains on carpets etc., that are not properly reflected in the Landlord's Inventory, but which the tenant(s) wishes to have detailed in order that he/she/they cannot be held responsible at the end of the tenancy agreement. If 2nd sheet is required please photocopy but ensure that all copies are properly signed by all parties.

If used, this document MUST be attached to the Inventory and page number placed on each page and all parties should keep a copy

Item No./Room	Item that tenant(s) requires noting (i.e. stains on carpet)

TENANT 1 ✕

TENANT 2 ✕

TENANT 3 ✕

TENANT 4 ✕

TENANT 5 ✕

TENANT 6 ✕

LANDLORD ✕