Residential Tenancies and Rooming Accommodation Act 2008 (Section 65)

Address of the rental premises

Postcode

Full name/s of the tenant/s

1.		
2.		
3.		

Name/trading name of the lessor/agent

Water charging

Tenants can only be charged for all water consumption if the rental premises are individually metered (or water is delivered by vehicle), the agreement states the tenant must pay for water and the premises are water efficient.

Are the premises individually metered?

Water meter reading at start of tenancy:

res)	

_ N I

Are the premises water efficient?

Yes No

Certain fixtures must have the equivalent of a 3 star WELS rating or higher (evidence available if/as required).

Entry condition reports must be completed in accordance with the Act. Penalties apply. Do not send to the RTA—give this form to the tenant/s, keep a copy for your records.

The Entry (and Exit) reports provide evidence of the condition of the premises at the beginning and ending of the tenancy. Take time to fill these forms in carefully. These documents may be referred to as evidence if there is a dispute over the bond refund at the end of the tenancy.

Lessor/agent

- 1. Inspect the premises.
- 2. Mark each item on the list *clean, working, undamaged* (where applicable).
- 3. Make a note of any extra items in the additional comments/information section.
- 4. Give a signed copy of the report to the tenant. Keep a copy for your own records.
- 5. Ask the tenant to add their comments to the report, initial each page and return it to you within 3 days.
- 6. If the tenant disagrees about the condition of the premises, encourage them to discuss it with you. Comments can be recorded in the additional comments/information section (Page 7) or by attaching a separate page. Yes | No

Supporting documentation has been attached

- 7. Give a copy of the final report back to the tenant within 14 days of receiving it.
- 8. You must keep a copy of the report for at least one year after the tenancy agreement ends.

Tenant

- 1. Inspect the premises.
- 2. Comment on any item where you disagree with the lessor/agent, or if you believe the report does not reflect the true condition of the premises.
- 3. Talk to the lessor/agent if you disagree about the condition of the premises.
- 4. Initial each page of the report and send it to the lessor/agent within 3 days.
- 5. The lessor/agent must send you a copy of the final report. You may also want to make a copy for your own records.

If the condition report is not given to the tenant/s within 3 days of occupation, the tenant/s should obtain, complete and sign their own form and submit to the lessor/agent.

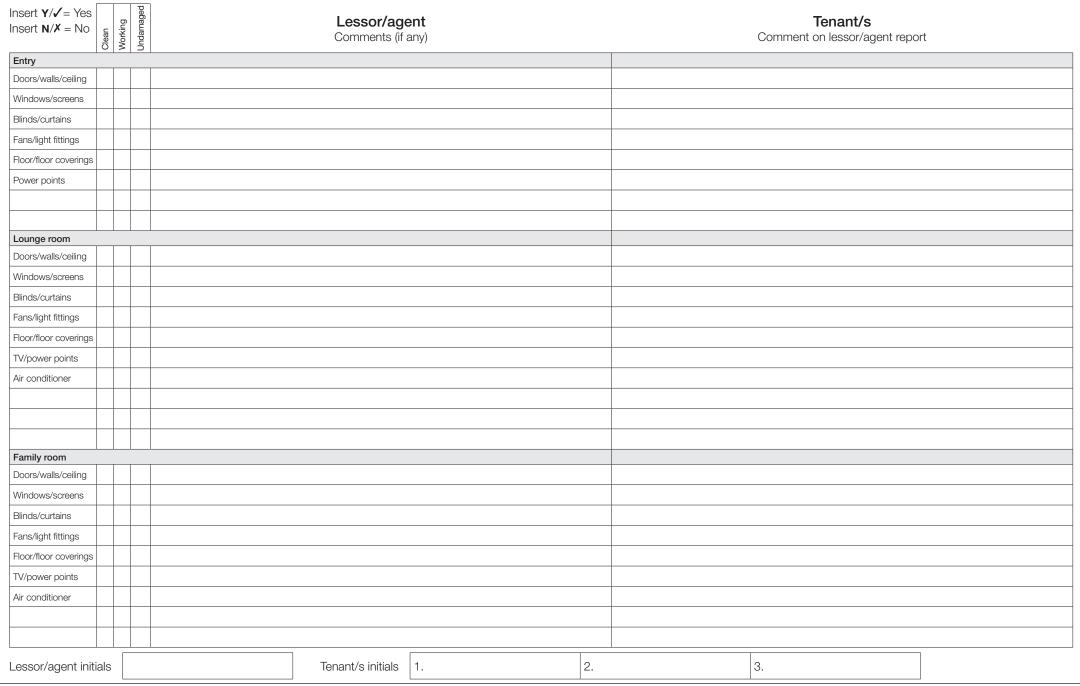
The tenant/s have initially received a copy of this report on

Day	Date		
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Lessor/agent initials Tenant/s initials 1. 2. 3.	

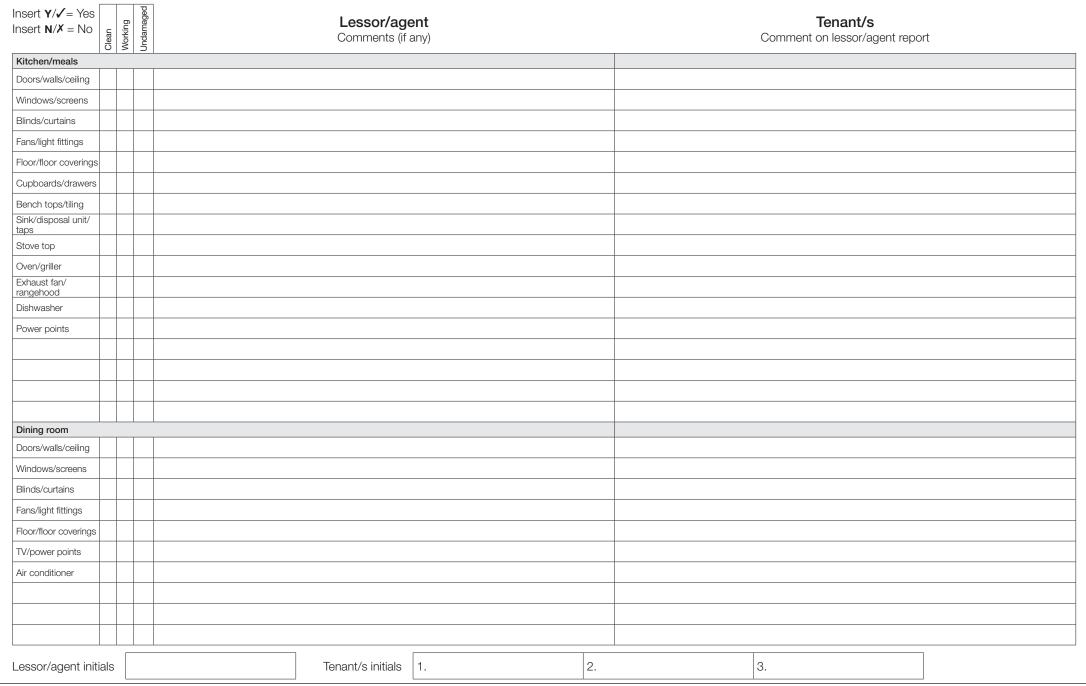


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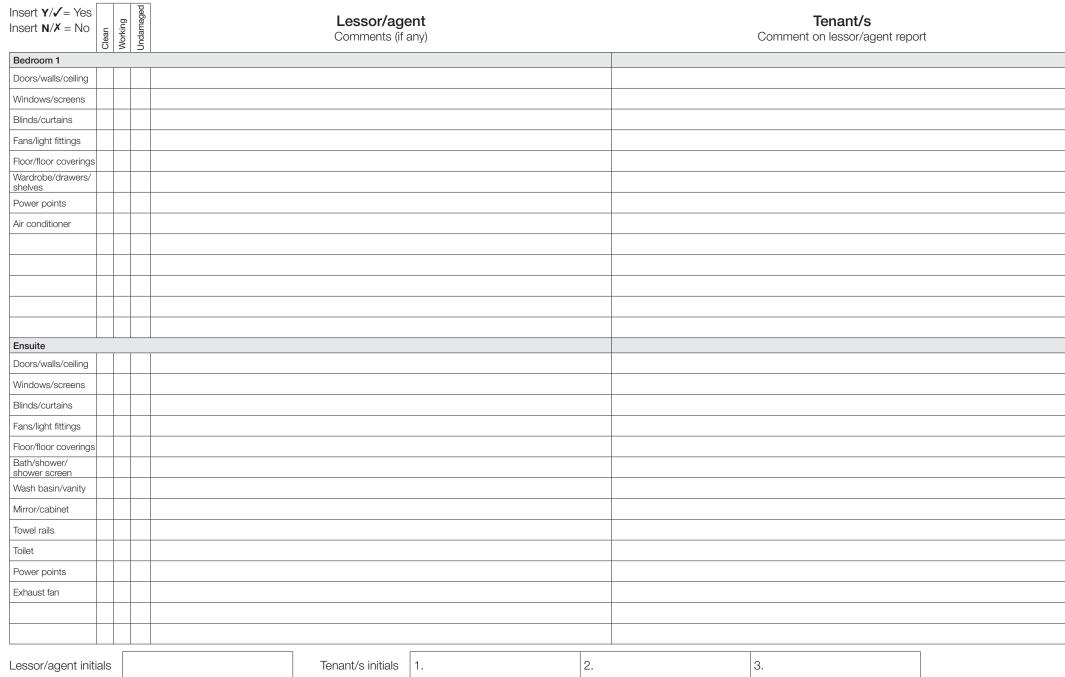
Residential Tenancies and Rooming Accommodation Act 2008 (Section 65)





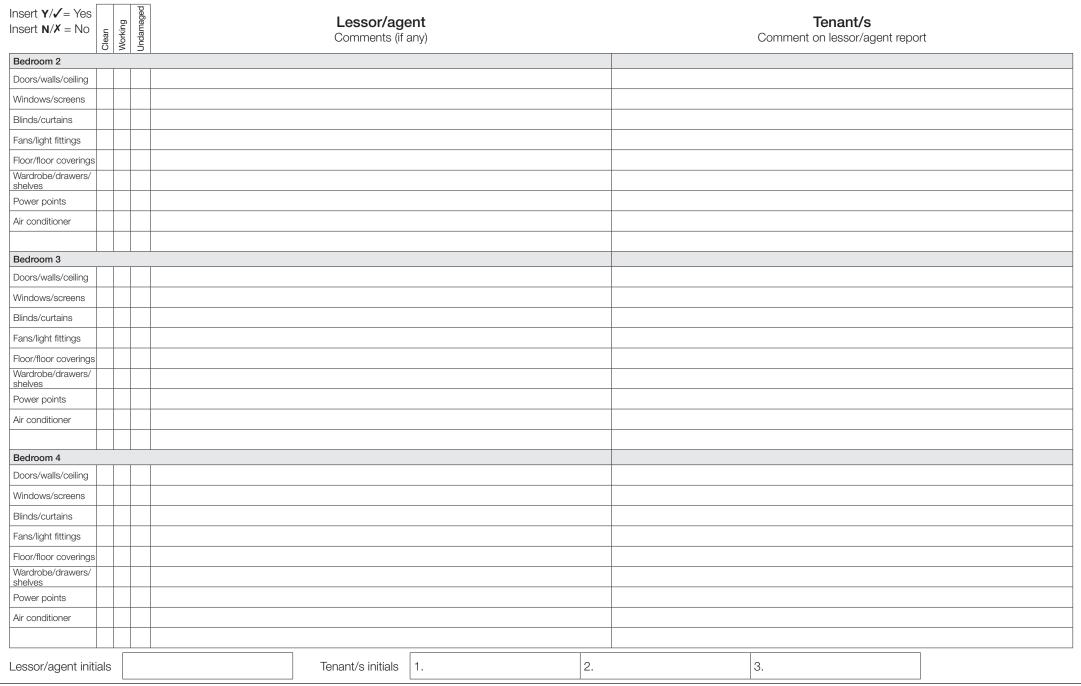
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Insert **Y**/√ = Yes



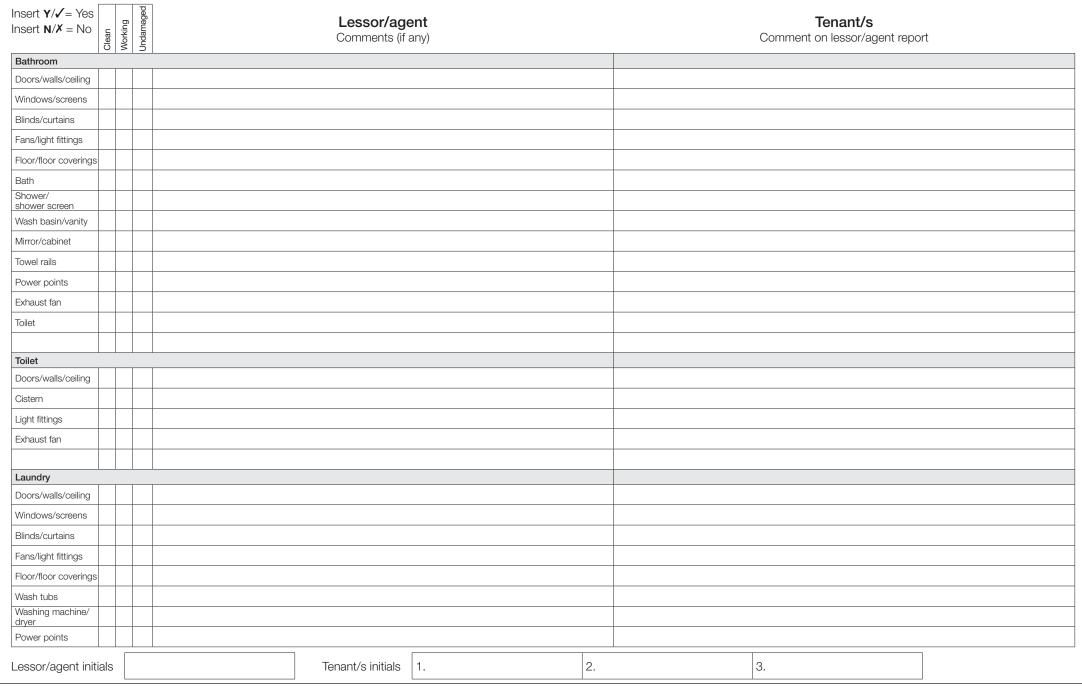


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Entry condition report - general tenancies (Form 1a)

Residential Tenancies and Rooming Accommodation Act 2008 (Section 65)

nsert Y/√ = Yes nsert N/X = No		Working	Undamaged	Lessor/agent Comments (if any)	Tenant/s Comment on lessor/agent report
General					
Smoke alarms					
Security devices					
Electrical safety switches					
Hot water system					
Keys/locks/remotes					
Staircases/railings					
Wheelie & recycle bins					
Pool/equipment					
Street number/ letter box					
External walls					
Balcony/porch/deck	<				
Awning/gutters					
Paving/pergola					
Garage/car port/ storeroom					
Garden shed					
Gates/fences					
Grounds/garden					
External taps/hose					
Clothes line					
Solar panels					
Paths/driveway					

Additional comments/information

Additional comments/information	L	Lessor/agent		
] [Signature	Date	
	F	Print name		

Tenant 1		Tenant 2		Tenant 3		
Signature Date		Signature	Date	Signature	Date	
Print name		Print name		Print name		

