

RICS  
**Condition Report**

SAMPLE

Property address

Client's name

Date of inspection



# Contents

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In a world where more and more people, governments, banks and commercial organisations demand greater certainty of professional standards and ethics, attaining RICS status is the recognised mark of property professionalism.

Over 100,000 property professionals working in the major established and emerging economies of the world have already recognised the importance of securing RICS status by becoming members.

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# A

## Introduction to the report

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This Condition Report is produced by an RICS surveyor who provides an objective opinion about the condition of the property at the time of inspection.

The Condition Report aims to tell you about:

- the construction and condition of the property on the date it was inspected;
- any defects that need urgent attention or are serious;
- things that need further investigation to prevent serious damage to the fabric of the building; and
- defects or issues which may be hazardous to safety and where further enquiries are needed.

Any extra services we provide are not covered by these terms and conditions and must be covered by a separate contract.

If you want to complain about the service, please refer to the complaints handling procedure in the 'Description of the RICS Condition Report Service' at the back of this report.

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# B

## About the inspection

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Surveyor's name

Surveyor's RICS number

Company name

Date of the inspection

Report reference number

Related party disclosure

Full address  
and postcode  
of the property

Weather conditions  
when the inspection  
took place

The status of the  
property when the  
inspection took place

SAMPLE

Property address

# B

## About the inspection (continued)

We inspect the inside and outside of the main building and all permanent outbuildings, but we do not force or open up the fabric. We also inspect parts of the electricity, gas/oil, water heating and drainage services that can be seen, but we do not test them.

To help describe the condition of the home, we give condition ratings to the main parts (the 'elements') of the building, garage and some parts outside. Some elements can be made up of several different parts.

In the element boxes in parts E, F, G and H, we describe the part that has the worst condition rating first and then briefly outline the condition of the other parts. The condition ratings are described as follows.

<b>3</b>	Defects that are serious and/or need to be repaired, replaced or investigated urgently.
<b>2</b>	Defects that need repairing or replacing but are not considered to be either serious or urgent. The property must be maintained in the normal way.
<b>1</b>	No repair is currently needed. The property must be maintained in the normal way.
<b>NI</b>	Not inspected (see 'Important note' below).

**Important note:** We carry out only a visual inspection. This means that we do not take up carpets, floor coverings or floorboards, move furniture or remove the contents of cupboards. Also, we do not remove secured panels or undo electrical fittings.

We inspect roofs, chimneys and other surfaces on the outside of the building from ground level and, if necessary, from neighbouring public property and with the help of binoculars.

We inspect the roof structure from inside the roof space if there is safe access (although we do not move or lift insulation material, stored goods or other contents). We examine floor surfaces and under-floor spaces so far as there is safe access to these (although we do not move or lift furniture, floor coverings or other contents). We are not able to assess the condition of the inside of any chimney, boiler or other flues.

We note in our report if we are not able to check any parts of the property that the inspection would normally cover. If we are concerned about these parts, the report will tell you about any further investigations that are needed.

We do not report on the cost of any work to put right defects or make recommendations on how repairs should be carried out.



Please read the 'Description of the RICS Condition Report Service' (at the back of this report) for details of what is, and is not, inspected.

Property address

## C

# Summary of the condition ratings

This section summarises the condition ratings of the different elements of the property.

If an element is made up of a number of different parts (for example, a pitched roof to the main building and a flat roof to an extension), only the part in the worst condition is shown here.

To make sure you get a balanced impression of the property, we strongly recommend that you read all sections of the report.

3

Section of the report	Element number	Element name
E: Outside the property		
F: Inside the property		
G: Services		
H: Grounds (part)		

2

Section of the report	Element number	Element name
E: Outside the property		
F: Inside the property		
G: Services		
H: Grounds (part)		

1

Section of the report	Element number	Element name
E: Outside the property		
F: Inside the property		
G: Services		
H: Grounds (part)		

Property address

## D

# About the property

---

Type of property

Approximate year the property was built

Approximate year the property was extended

Approximate year the property was converted

Information relevant to flats and maisonettes

## Accommodation

Floor	Living rooms	Bedrooms	Bath or shower	Separate toilet	Kitchen	Utility room	Conservatory	Other	Name of other
Lower ground									
Ground									
First									
Second									
Third									
Other									
Roof space									

## Construction

Property address



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## D

## About the property (continued)

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### Energy

We have not prepared the Energy Performance Certificate (EPC). If we have seen the EPC, then we will present the ratings here. We have not checked these ratings and so cannot comment on their accuracy.

We are advised that the property's current energy performance, as recorded in the EPC, is:

Energy-efficiency rating

Environmental  
impact rating

### Mains services

The marked boxes show that the mains services are present.

Gas
  Electricity
  Water
  Drainage

### Central heating

Gas
  Electric
  Solid fuel
  Oil
  None

### Other services or energy sources (including feed-in tariffs)

### Grounds

Property address



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# E

## Outside the property

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### Limitations to inspection

1 2 3 NI

E1 Chimney stacks	<input type="radio"/>
E2 Roof coverings	<input type="radio"/>
E3 Rainwater pipes and gutters	<input type="radio"/>
E4 Main walls	<input type="radio"/>
E5 Windows	<input type="radio"/>
E6 Outside doors (including patio doors)	<input type="radio"/>
E7 Conservatory and porches	<input type="radio"/>
E8 Other joinery and finishes	<input type="radio"/>
E9 Other	<input type="radio"/>

Property address

# F

## Inside the property

### Limitations to inspection

1 2 3 NI

F1  
Roof structure

F2  
Ceilings

F3  
Walls and partitions

F4  
Floors

F5  
Fireplaces, chimney  
breasts and flues

F6  
Built-in fittings (built-in  
kitchen and other fittings,  
not including appliances)

F7  
Woodwork (for  
example, staircase  
and joinery)

F8  
Bathroom fittings

F9  
Other

Property address

SAMPLE

# G

## Services

Services are generally hidden within the construction of the property. This means that we can only inspect the visible parts of the available services, and we do not carry out specialist tests. The visual inspection cannot assess the services to make sure they work efficiently and safely, and meet modern standards.

### Limitations to inspection

1 2 3 NI

**G1** Electricity *Safety warning: The Electrical Safety Council recommends that you should get a registered electrician to check the property and its electrical fittings at least every ten years, or on change of occupancy. All electrical installation work undertaken after 1 January 2005 should have appropriate certification. For more advice contact the Electrical Safety Council.*

**G2** Gas/oil *Safety warning: All gas and oil appliances and equipment should regularly be inspected, tested, maintained and serviced by a registered 'competent person' and in line with the manufacturer's instructions. This is important to make sure that the equipment is working correctly, to limit the risk of fire and carbon monoxide poisoning and to prevent carbon dioxide and other greenhouse gases from leaking into the air. For more advice contact the Gas Safe Register for gas installations, and OFTEC for oil installations.*

**G3** Water

**G4** Heating

**G5** Water heating

**G6** Drainage

**G7** Common services

Property address

# H

## Grounds (including shared areas for flats)

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Limitations to inspection

1 2 3 NI

H1  
Garage

H2  
Other

H3  
General

SAMPLE

Property address

# I

## Issues for your legal advisers

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We do not act as 'the legal adviser' and will not comment on any legal documents. However, if during the inspection we identify issues that your legal advisers may need to investigate further, we may refer to these in the report (for example, check whether there is a warranty covering replacement windows).

I1  
Regulation

I2  
Guarantees

I3  
Other matters

SAMPLE

Property address

# J

## Risks

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This section summarises defects and issues that present a risk to the building or grounds, or a safety risk to people. These may have been reported and condition rated against more than one part of the property or may be of a more general nature, having existed for some time and which cannot be reasonably changed.

J1  
Risks to the building

J2  
Risks to the grounds

J3  
Risks to people

J4  
Other

SAMPLE

Property address

## K

# Surveyor's declaration

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"I confirm that I have inspected the property and prepared this report."

Signature

Surveyor's RICS number

Qualifications

For and on behalf of

Company

Address

Town

County

Postcode

Phone number

Website

Fax number

Email

Property address

Client's name

Date this report  
was produced

## RICS Disclaimers

1. This report has been prepared by a surveyor ('the Employee') on behalf of a firm or company of surveyors ('the Employer'). The statements and opinions expressed in this report are expressed on behalf of the Employer, who accepts full responsibility for these.

Without prejudice and separately to the above, the Employee will have no personal liability in respect of any statements and opinions contained in this report, which shall at all times remain the sole responsibility of the Employer to the exclusion of the Employee.

In the case of sole practitioners, the surveyor may sign the report in his or her own name unless they operate as a sole trader limited liability company.

To the extent that any part of this notification is a restriction of liability within the meaning of the *Unfair Contract Terms Act 1977* it does not apply to death or personal injury resulting from negligence.

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Please read the 'Description of the RICS Condition Report Service' (at the back of this report) for details of what is, and is not, inspected.

Property address

# Description of the RICS Condition Report Service

## The service

### The RICS Condition Report Service includes:

- an inspection of the property (see 'The inspection'); and
- a report based on the inspection (see 'The report').

### The surveyor who provides the RICS Condition Report Service aims to tell you about:

- the construction and condition of the property on the date it was inspected;
- any defects that need urgent attention or are serious;
- things that need further investigation to prevent serious damage to the fabric of the building; and
- defects or issues that may be hazardous to safety and where further enquiries are needed.

## The inspection

The surveyor inspects the inside and outside of the main building and all permanent outbuildings, but does not force or open up the fabric. This means that the surveyor does not take up carpets, floor coverings or floorboards, move furniture, remove the contents of cupboards, roof spaces, etc., remove secured panels and/or hatches or undo electrical fittings. If necessary, the surveyor carries out parts of the inspection when standing at ground level from public property next door where accessible.

The surveyor may use equipment such as a damp-meter, binoculars and torch, and may use a ladder for flat roofs and for hatches no more than 3 metres above level ground (outside) or floor surfaces (inside) if it is safe to do so.

### Services to the property

Services are generally hidden within the construction of the property. This means that only the visible parts of the available services can be inspected, and the surveyor does not carry out specialist tests. The visual inspection cannot assess the efficiency or safety of electrical, gas or other energy sources; plumbing, heating or drainage installations (or whether they meet current regulations); or the inside condition of any chimney, boiler or other flue.

### Outside the property

The surveyor inspects the condition of boundary walls, fences, permanent outbuildings and areas in common (shared) use. To inspect these areas, the surveyor walks around the grounds and any neighbouring public property where access can be obtained.

Buildings with swimming pools and sports facilities are also treated as permanent outbuildings, but the surveyor does not report on the leisure facilities, such as the pool itself and its equipment, landscaping and other facilities (for example, tennis courts and temporary outbuildings).

### Flats

When inspecting flats, the surveyor assesses the general condition of outside surfaces of the building, as well as its access areas (for example, shared hallways and staircases). The surveyor inspects roof spaces only if they are accessible from within the property. The surveyor does not inspect drains, lifts, fire alarms and security systems.

### Dangerous materials, contamination and environmental issues

The surveyor does not make any enquiries about contamination or other environmental dangers. However, if the surveyor suspects a problem, he or she should recommend a further investigation.

The surveyor may assume that no harmful or dangerous materials have been used in the construction, and does not have a duty to justify making this assumption. However, if the inspection shows that these materials have been used, the surveyor must report this and ask for further instructions.

The surveyor does not carry out an asbestos inspection and does not act as an asbestos inspector when inspecting properties that may fall within the *Control of Asbestos Regulations* 2006. With flats, the surveyor assumes that there is a 'dutyholder' (as defined in the regulations), and that in place are an asbestos register and an effective management plan which does not present a significant risk to health or need any immediate payment. The surveyor does not consult the dutyholder.

## The report

The surveyor produces a report of the inspection for you to use, but cannot accept any liability if it is used by anyone else. If you decide not to act on the information in the report, you do this at your own risk. The report provides you with an objective assessment on the general condition of the main elements of a property. This is expressed in terms of condition ratings.

### The report is in a standard format and includes the following sections.

- A Introduction to the report
  - B About the inspection
  - C Summary of the condition ratings
  - D About the property
  - E Outside the property
  - F Inside the property
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  - H Grounds (including shared areas for flats)
  - I Issues for your legal advisers
  - J Risks
  - K Surveyor's declaration
- Description of the RICS Condition Report Service  
Typical house diagram

### Condition ratings

The surveyor gives condition ratings to the 'elements' of the main building, garage and some outside elements. The condition ratings are described as follows.

**Condition rating 3** – defects that are serious and/or need to be repaired, replaced or investigated urgently.

**Condition rating 2** – defects that need repairing or replacing but are not considered to be either serious or urgent. The property must be maintained in the normal way.

**Condition rating 1** – no repair is currently needed. The property must be maintained in the normal way.

**NI** – not inspected.

The surveyor notes in the report if it was not possible to check any parts of the property that the inspection would normally cover. If the surveyor is concerned about these parts, the report tells you about any further investigations that are needed.

The surveyor only outlines the justification for the condition rating and does not include any advice. The surveyor also does not report on the cost of any work to put right defects or make recommendations on how repairs should be carried out.

### Energy

The surveyor has not prepared the Energy Performance Certificate (EPC) as part of the RICS Condition Report Service for the property. If the surveyor has seen the current EPC, he or she will present the energy-efficiency and environmental impact ratings in this report. The surveyor does not check the ratings and cannot comment on their accuracy.

### Issues for legal advisers

The surveyor does not act as 'the legal adviser' and does not comment on any legal documents. If, during the inspection, the surveyor identifies any issues that legal advisers may need to investigate further, the surveyor may refer to these in the report (for example, check whether there is a warranty covering replacement windows).

Continued...



## Description (continued)

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### Risks

This section summarises defects and issues that present a risk to the building or grounds, or a safety risk to people. These may have been reported and condition rated against more than one part of the property or may be of a more general nature, having existed for some time and which cannot reasonably be changed.

**Note: The RICS Condition Report Service does not include an opinion on either the Market Value of the property or the reinstatement cost.**

### Standard terms of engagement

- 1 **The service** – the surveyor provides the standard RICS Condition Report Service ('the service') described in the 'Description of the RICS Condition Report Service', unless you and the surveyor agree in writing before the inspection that the surveyor will provide extra services. Any extra service will require separate terms of engagement to be entered into with the surveyor. Examples of extra services include:
  - costing of repairs;
  - schedules of works;
  - supervision of works;
  - re-inspection;
  - detailed specific issue reports; and
  - market valuation and reinstatement cost.
- 2 **The surveyor** – the service is to be provided by an AssocRICS, MRICS or FRICS member of the Royal Institution of Chartered Surveyors, who has the skills, knowledge and experience to survey and report on the property.

3 **Before the inspection** – you tell the surveyor if you have any particular concerns about the property.

4 **Terms of payment** – you agree to pay the surveyor's fee and any other charges agreed in writing.

5 **Cancelling this contract** – you are entitled to cancel this contract by giving notice to the surveyor's office at any time before the day of the inspection. The surveyor does not provide the service (and reports this to you as soon as possible) if, after arriving at the property, the surveyor decides that:

- (a) he or she lacks enough specialist knowledge of the method of construction used to build the property; or
- (b) it would be in your best interests to have an RICS HomeBuyer Report or a building survey, rather than the RICS Condition Report Service.

If you cancel this contract, the surveyor will refund any money you have paid for the service, except for any reasonable expenses. If the surveyor cancels this contract, he or she will explain the reason to you.

6 **Liability** – the report is provided for your use, and the surveyor cannot accept responsibility if it is used, or relied upon, by anyone else.

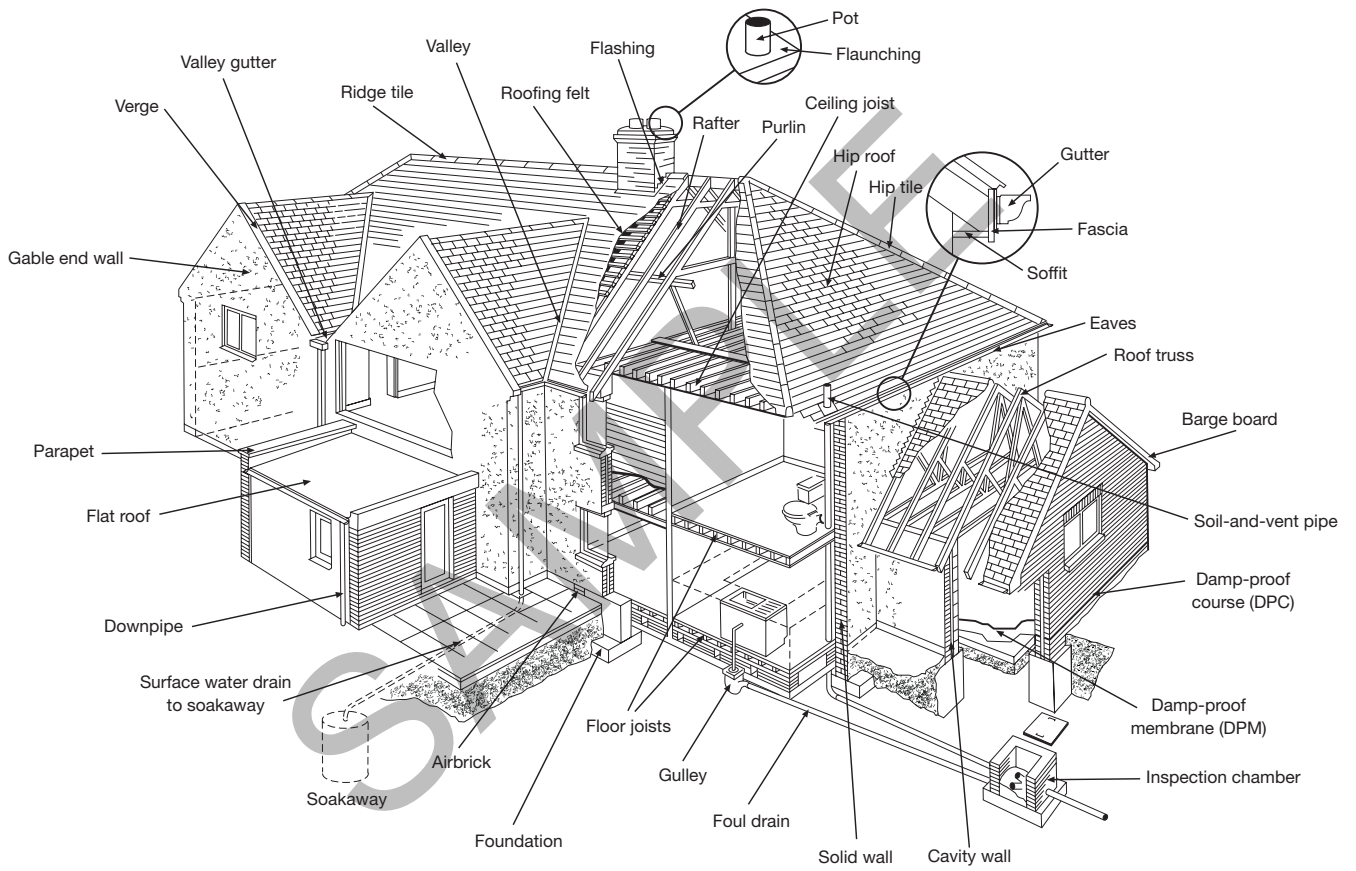
### Complaints handling procedure

The surveyor will have a complaints handling procedure and will give you a copy if you ask for it.

**Note: These terms form part of the contract between you and the surveyor.**

# Typical house diagram

This diagram illustrates where you may find some of the building elements referred to in the report.



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