



UNDER 1 ROOF

FAST LANDLORDS - Fair and Safe Tenancies

Assessment Form for Property

Landlord Name	
Phone Number	Email Address
Property Address	
	Post Code
Name and phone number of current tenant	

Basic Membership - this will change from time to time as legislation changes

Check list item	Tick or insert answer	Office Use
Tenancy Agreement, copy enclosed		
Gas Certificate, copy enclosed		
EPC Certificate, copy enclosed		
Bond Guarantee Scheme e.g. Firm Foundation or Spend to Save		
Fixed heating to all habitable rooms		
Property in good state of repair with no category 1 or 2 hazards (ask for advice if needed)		
Fire resistant furniture or furnishings if furnished		
Fire doors and fire escapes to legal standard		
HMO licence if applicable, date issued (or applied for)		
Office use		

Safety and Security star - at least 3 of the following will be required

Current Electrical Certificate, copy enclosed		
Smoke Alarms fitted and working		
Fire doors fitted throughout		
Carbon Monoxide Detectors fitted and working (one per gas appliance)		
5 lever mortice locks to all external doors and key operated window locks to all ground floor openers		
Office use		

Energy Efficiency star - at least 3 of the following will be required

Check list item	Tick or insert answer	Office Use
Central Heating fitted and working		
Modern Condensing Boiler fitted and working		
Loft & Cavity Wall Insulation - describe		
Double Glazing		
Energy Performance Certificate - Rating A, B or C		
Low Energy Light Bulbs fitted to all light fittings		
Real Time Electricity Monitor		
Office use		

Installations and testing star - at least 2 of the following will be required

PAT testing of white goods, copy enclosed		
Telephone landline		
Burglar Alarm		
Sky/Cable TV		
Broadband		
Office use		

Interior star - at least 2 of the following will be required

Good quality furniture		
Access to a garden		
Kitchen fitted less than 20 years ago and in good state of repair		
Bathroom fitted less than 20 years ago and in good state of repair		
Office use		

Management - at least 2 of the following will be required

Reactive repair service - maximum times to react to repairs	Please attach details	
Information pack for tenants - copy enclosed or list of what is included	Please attach details	
Quality Control system - complaints handling, inspection of property	Please attach details	
Good tenancy management - systems for handling arrears, knowledge of housing support services, void management, lettings policy etc.	Please attach details	
Office use		

OFFICE USE

Property Reference No	Rating awarded	Date awarded	Certificate issued	Date of renewal

Comments
