

**ProEnergis**  
Chartered Surveyors



**Address of Property:**

XXXXXXXX

XXXX

**Name of Client:**

XXXXX

# Housebuyers Report.

Survey and Valuation



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worldwide

## **INTRODUCTION**

### **Making the most of your report**

This report format has been designed in line with comments from our clients. Our aim is to provide advice and information on your proposed new home, its construction, the materials used its condition and its value in a format that is clear and easy to understand.

### **A plain English style**

We try wherever possible to use a plain English style and avoid jargon, but we do need sometimes to use technical terms to describe parts of the building. Before you start to read the report, take a look at the "House Diagram". This will help you understand some of the technical terms in the report. We would of course be pleased to discuss any aspect of the report with you further.

### **Advice on repairs and faults**

The construction style of the building and the defects found are shown in the report and given repair categories. The summary section easily shows you which parts of the property are in need of repair or further investigation.

### **Extra construction facts**

In the APPENDIX we incorporate general advice and useful general maintenance notes. Please read your report carefully and feel free to contact us to discuss any matters.

### **Repairs and Further Investigations**

Remember this is just a guide but it should help you prioritise the repairs listed. Take special note of items with a **Category 3** rating as further investigations may be needed by a specialist contractor. Any **Category 2** ratings will require a quote to be obtained before you are legally obliged to purchase the property so you know how much repairs are going to cost you. You are strongly advised to obtain quotations before exchange of contracts for any item given these categories.

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## 1A. INFORMATION AND SCOPE OF SURVEY

Surveyor's name: Robert Green BSc MRICS DEA NDEA

Surveyor's RICS no: 1126269

Company Name: Proenergis Chartered Surveyors  
95 Lenton Boulevard  
Lenton  
Nottingham  
NG7 2FQ

Date of Inspection: 2<sup>nd</sup> February 2011

Report ref no: PR1061

Related party disclosure:

None

Weather conditions when inspection took place:

Dry and overcast.

The status of the property when the inspection took place:

Unoccupied, furnished and floors covered.

Property Address: xxxxxxxxxxxxxxxxxxxxxxxxxxxx.

## 1B. SCOPE OF THE SURVEY

References are made to 'visual inspection', this refers to inspection and subsequent comment on items of the property which are observed from ground level within the boundaries of the subject property or adjoining public land. References within the report, to left & right are given assuming facing the front of the property.

The Inspection is only carried out with the occupier's permission, no damage shall be caused to the building or its contents. The surveyor will not endanger either themselves or the occupiers. Heavy furniture, manholes inset with heavy pavings and stored items, are not moved, loft insulation is not rolled back. Unless identified within the report, it will be assumed that no hazardous or harmful materials have been used in the construction of the property. The presence, and or consequence of any site contamination will not be researched.

Items such as TV aerials, cable TV and internet connections, together with fire alarms, and smoke detection units are not inspected. Leisure facilities such as swimming pools, hot tubs etc are also excluded from the report.

### Scope of Inspection

Part of the Property	This is our standard inspection.
Chimney stacks	Visually inspected from ground height only, with the use of binoculars.
Roof including roof space	Pitched / sloping roof coverings will only be visually inspected from ground height, with the use of binoculars. Flat roofs will only be inspected by the use of a 3m ladder or from vantage points with the subject property. Roof/loft spaces will be visually inspected from the hatch area, unless it is safe to enter. The hatch will only be accessed if it is accessible by a 3m ladder.
Rainwater fittings	Visually inspected from ground height, with the use of binoculars.
Main walls	Visually inspected from ground height with the use of binoculars. Foundations and concealed parts of the structure of the property will not be inspected.
Windows, external doors & joinery	All windows and doors will be opened when possible, and keys are available. Doors and windows will not be forced open and / or damaged. Visually inspected from ground height, with the use of binoculars.
External decorations	Visually inspected from ground height, with the use of binoculars.
Conservatories	Visual inspection.
Garages & permanent outbuildings	Visual inspection
Outside areas & boundaries	Visual inspection.
Drainage	Inspection chambers will be lifted where possible and visible pipework will be visually inspected. Private drainage systems will not be inspected.
Ceilings	Visual inspection.
Internal walls & decorations	Visual inspection, and inspected for dampness using a meter.
Floors including sub floors	No floor coverings or carpets will be lifted. Surfaces of exposed floors will have a visual inspection.

Property Address: xxxxxxxxxxxxxxxxxxxxxxxxxxxx.

	Spaces between floors will only be inspected from easily accessible inspection hatches. Floorboards are not lifted.
Internal joinery & kitchen fittings	Built in units and cupboards will be inspected, however no stored items will be removed. Kitchen fittings will be inspected, but no inspection or comment can be made on appliances.
Chimney breasts & fireplaces	Visual inspection of the exterior. No testing of flues or flue fittings will be carried out. None of the internal aspects of the chimney breast or flue will be inspected.
Cellars	Where there is safe access, a visual inspection will be carried out.
Electricity	No tests whatsoever will be carried out to the system or appliances. Visual inspection of the exposed aspects will take place, however no fittings will be removed.
Gas	No tests whatsoever will be carried out to either the installation or appliances. A visual inspection of exposed aspects will take place.
Water, plumbing & bathroom fittings	A visual inspection of the accessible pipe work, water tanks, cylinders and fittings – without the removal of insulation. Taps will be operated individually, however stopcocks and control valves will not be tested. W/C's will be flushed.
Heating & hot water	No tests whatsoever will be carried out to the system or appliances. Accessible parts of the system will be visually inspected.
Flats	Roof spaces will not be entered unless the access is from within the subject flat. Flats and communal areas providing access to the subject flat will be inspected as outlined above. Communal drainage will not be inspected. Flats roofs on blocks of flats will not be inspected. The block which the subject property is found will be inspected, including external communal areas, to the extent that an opinion can be given on its overall condition and the general standard of repairs & maintenance.

It is sometimes not possible to inspect a property as specified above. If this is the case then the Surveyor shall make specific comment to this within the report.

### What this report tells you.

This report tells you:

- ❖ About the construction, condition and value of the property.
- ❖ Whether more quotes, enquiries or investigations are needed
- ❖ Reinstatement Cost for insurance purposes derived from data supplied by the Building Cost Information Service (BCIS).

The report's main aim is to tell you about any defects that need urgent attention or are serious. It also tells you about things that need further investigation to prevent damage to the structure of the building. Minor items are generally not reported.

Property Address: xxxxxxxxxxxxxxxxxxxxxxxxxxxx.

The report applies 'condition ratings' to the major parts of the main building. The property is broken down into separate elements, and each element will be given a condition rating:

Category 3	Category 2	Category 1
Defects which are serious and/or need to be repaired, replaced or investigated urgently.	Defects that require repairs or replacement, but not considered either serious or urgent.	No immediate action or repair is needed. The property must be repaired and maintained in the normal way.

**What this report does not tell you:**

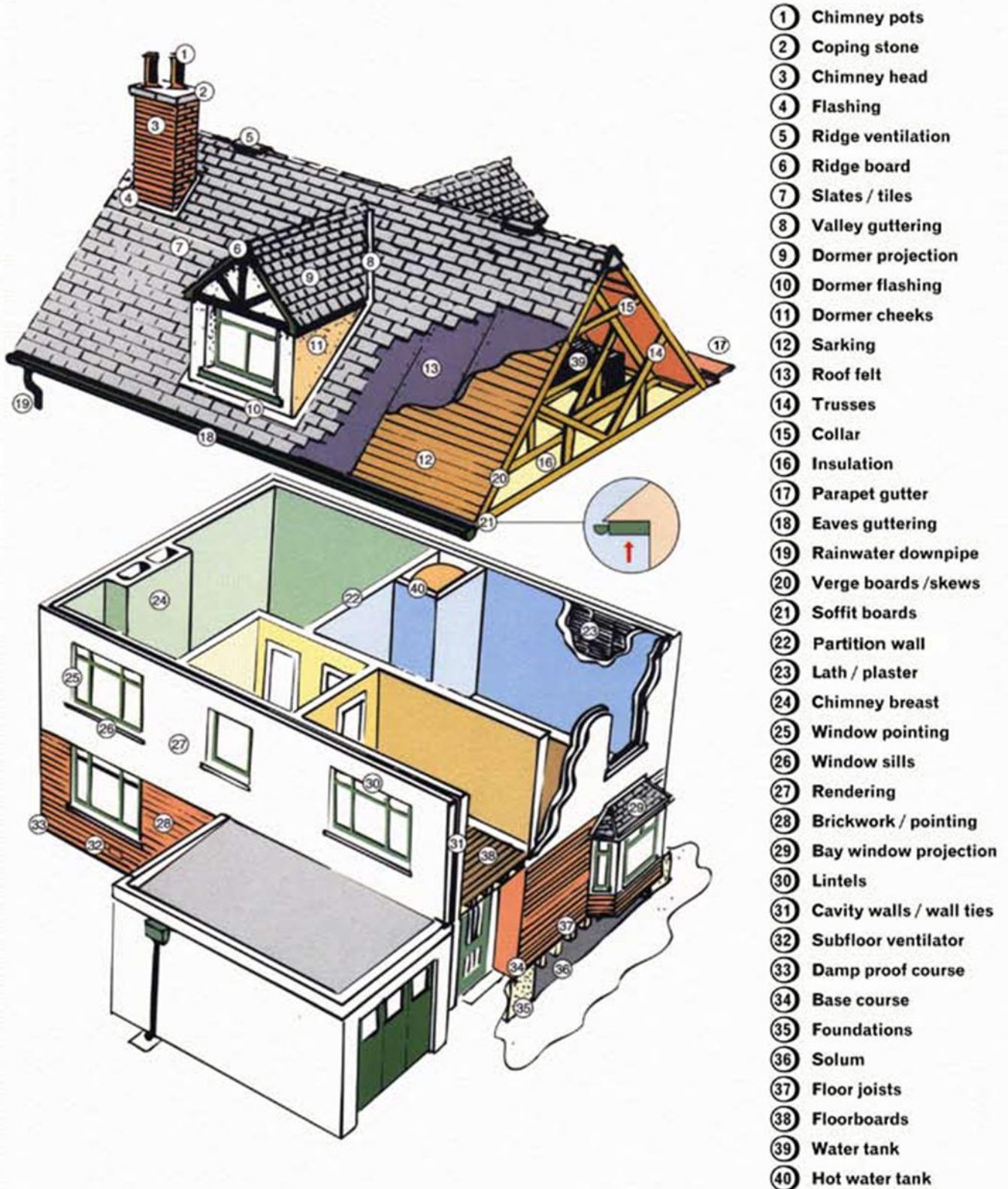
It does not generally tell you about any minor defects that would not normally affect your decision to buy the property.

- ❖ The report does not give advice on the cost of any repair work or the types of repair which should be used.
- ❖ The report is not an asbestos inspection under the Control of Asbestos at Work Regulations 2002 nor will it investigate environmental issues.

If you need advice on subjects that are not covered by the Housebuyers Report, you must arrange for it to be provided separately.

The Report will provide a summary of information regarding the condition of the property as detailed above, on the day of inspection. We will also provide information on accommodation, general construction, location & neighbouring areas.

## Sectional Diagram showing elements of a typical house



- ① Chimney pots
- ② Coping stone
- ③ Chimney head
- ④ Flashing
- ⑤ Ridge ventilation
- ⑥ Ridge board
- ⑦ Slates / tiles
- ⑧ Valley guttering
- ⑨ Dormer projection
- ⑩ Dormer flashing
- ⑪ Dormer cheeks
- ⑫ Sarking
- ⑬ Roof felt
- ⑭ Trusses
- ⑮ Collar
- ⑯ Insulation
- ⑰ Parapet gutter
- ⑱ Eaves guttering
- ⑲ Rainwater downpipe
- ⑳ Verge boards /skews
- ㉑ Soffit boards
- ㉒ Partition wall
- ㉓ Lath / plaster
- ㉔ Chimney breast
- ㉕ Window pointing
- ㉖ Window sills
- ㉗ Rendering
- ㉘ Brickwork / pointing
- ㉙ Bay window projection
- ㉚ Lintels
- ㉛ Cavity walls / wall ties
- ㉜ Subfloor ventilator
- ㉝ Damp proof course
- ㉞ Base course
- ㉟ Foundations
- ㊱ Solum
- ㊲ Floor joists
- ㊳ Floorboards
- ㊴ Water tank
- ㊵ Hot water tank

Reference may be made in this report to some or all of the above component parts of the property. This diagram may assist you in locating and understanding these items.

## 2. THE PROPERTY AND LOCATION:

### Type of Property:

A two story detached house which appears to have been recently renovated.

### Approximate year the property was built:

Circa 1930

### Approximate year the property was extended:

n/a

### Approximate year the property was converted:

n/a

### Accommodation:

Floor	Living Rooms	Bedrooms	Bath or Shower	Separate WC	Kitchen	Utility Room	Conservatory	Other	Name of other
Lower Ground									
Ground	1			1	1				
First		4	1						
Second									
Third									
Other									
Roof Space									

### Construction:

The walls are of traditional solid brickwork circa 230mm thickness.

The roof is pitched and is covered with clay tiles laid over a felt lining.

The floors are of suspended timber construction.

The windows are of predominantly double glazed plastic with some single glazed timber.

### Garage and grounds:

The property has a pull on driveway to the front, finished with gravel and a private enclosed rear garden. There is a single attached garage to the left side.

### Location:

The property is situated in an established residential area amongst similar property.

Property Address: xxxxxxxxxxxxxxxxxxxxxxxxxxxx.

#### Facilities:

There are reasonable facilities and amenities in the locality. Nottingham City Centre is around a mile away.

#### Local environment:

We are not aware of any adverse environmental issues in this location. The general area may have been previously undermined for coal abstraction and your legal advisor will obtain a mining report.

### 3. THE SURVEYORS OPINION OF THE PROPERTY

This is an attractive, traditional detached house situated in an established and high value residential location. The property appears to have been recently modernised/renovated however we have some concerns over the quality of some of the work. Generally the property is in reasonable order for age, however there are still some works of repair required and some further investigations to be undertaken and we refer to these later in the report.

The purchase price which is understood to be £250,000 is considered to be reasonable in light of other similar recent sales of similar property, however, you need to get further investigations completed and obtain appropriate quotes for the items identified before proceeding at the agreed price.

### 4. PROPERTY CONDITION SUMMARY:

Category 3	Category 2	Category 1
Defects which are serious and/or need to be repaired replaced or investigate urgently.	Defects that require repairs or replacement, but not considered either serious or urgent.	No immediate action or repair is needed. The property must be repaired and maintained in the normal way.
6E Flooring 7A Electricity 7B Gas 7D Heating 7E Water Heating	5D Walls 8A Garage	All other parts are Category 1 unless noted under Category 2 or 3

## THE SURVEY

### 5. THE EXTERIOR

#### 5A. Chimney Stacks:

Category:

1

The property has two chimney stacks to the left side. The stacks appear to be in generally satisfactory condition with no evidence of significant defect noted.

There was formally a chimney stack to the rear right corner of the property which has been removed from above the roof line. There is a missing brick to this chimney breast externally and this should now be infilled.

#### 5B. Roof Coverings:

Category:

1

The roof is a pitched (sloping) timber-framed structure, covered with modern clay tiles laid over a modern felt underlining. The condition of the roof coverings is considered to be generally satisfactory with no evidence of significant defect or leakage noted. There is a dislodged tile to the front right hip (angled ridge to front) which needs re fixing.

#### 5C. Rainwater Pipes and Gutters:

Category:

1

Inadequate disposal of rainwater can cause serious problems in a building including damp, timber decay and structural movement. Keeping gutters and downpipes clean and in good order is always important.

The gutters and downpipes to this property are constructed from plastic and appear to be generally free from defect or serious leakage. Annual clearance of accumulated debris to all gutters would be prudent.

#### 5D. Main Walls:

Category:

2

The external walls to the property are of solid brickwork circa 230mm thickness. There is some plastic cladding to the front bay.

The walls appeared to be generally satisfactory with no evidence of significant structural movement.

We noted that the right side of the property had large areas of frost damaged and eroded brickwork, areas of defective pointing and some holes that require in filling. We recommend that you obtain a quotation from a brickwork contractor before exchange of contracts to undertake the appropriate remedial works.

Accessible parts of the property have been inspected for dampness, rot and infestation. Where such defects have been seen, we have provided advice on its possible cause and any necessary action required. We are unable to assess whether such defects are present within hidden parts of the property and therefore some repairs or treatments may be required if these areas are exposed in the future.

The property appears to have an engineering brick damp proof course at low level to prevent ground water from rising up the walls. We conclude that the damp proof course is functional as there was no evidence of rising dampness

inside the property. We found slightly elevated readings on an electronic moisture meter to the wall adjacent to the fridge within the kitchen. This is thought to be the residue of moisture from within the wall which has been subjected water caused by a previously leaking downpipe on the rear corner of the house. If this does not dry out then some localised re-plastering will be required.

Condensation can be a problem for some occupiers where a large amount of water vapour is produced. Activities such as cooking without lids on pans, bathing without ventilation and drying clothes on radiators in the house all contribute. A balance of heating and ventilation should prevent any problems.

We can see no reason as to why a loft conversion and rear extension should not be achievable. You should take advice from an architect before purchase if this is important to you.

**5E. Windows:**

**Category:**  
1

The windows to the property are of predominantly plastic double glazed construction with some older timber single glazed windows. The windows are considered to be in a generally serviceable condition with no evidence of significant defects noted. We noted that some units had failed with misting between the panes to the kitchen and dining room. Replacement of the panes (but not the frames) is now required. This will cost around £65 per unit.

**5F. Movement:**

**Category:**  
1

Although foundations have not been exposed, we have inspected the property both internally and externally to assess whether it is structurally sound. We are therefore able to assess whether any structural movement has been identified and whether this is significant or not.

There is no evidence of significant structural movement at this property. However, we did note some minor cracking over some windows to the rear which could indicate a lack of support over these openings. Whilst remedial works are not considered essential at this time, should cracking develop further then a supporting lintel may be required over the affected openings.

**5G. Outside Doors (including patio doors):**

**Category:**  
1

The front door is of single glazed timber construction. The rear patio doors are double glazed upvc. The doors are considered to be in satisfactory condition order with no significant defects

**5H. Conservatory and Porches:**

**Category:**  
1

There is no conservatory or enclosed porch at this property.

**5I. Other Joinery and Finishes:**

**Category:**

1

The exterior joinery to the roof edge appears to be in a generally satisfactory condition.

External decoration is considered to be in satisfactory order at present.

## 6. THE INTERIOR

I could not fully inspect the roof space because of insulation and timber boarding covering the ceilings.

### 6A. Roof Structure:

Category:

1

The roof space was accessed via the hatch in the landing ceiling. The roof is a timber framed structure that appears to be coping with the loading as there was no evidence of bowing or distortion to indicate any weakness with the roof timbers.

We noted evidence of former condensation with mould to the rafters, however this was dry when tested with an electronic moisture meter. Adequate ventilation has now been proved to the new roof coverings.

### 6B. Ceilings:

Category:

1

The ceilings to the property are predominantly of lath and plaster construction covered with a thin skim coat of plaster. The ceilings are considered to be in a generally satisfactory and serviceable condition with no evidence of significant cracking or loosening of the plaster.

### 6C. Walls and Partitions:

Category:

1

The internal face of the external walls and internal partitions have a plastered finish. The internal walls are of mixed solid and timber studwork construction. These appear to be in a generally acceptable condition with no evidence of significant structural movement, cracking or other significant defect.

There has been a load bearing wall removed from within the kitchen. Whilst there is no evidence of any related defect, this work requires Building Regulation Approval and this should be confirmed by your legal advisor.

### 6D. Dampness:

Category:

1

We undertook a detailed survey using an electronic moisture meter. We found some low level penetrating dampness adjacent to the fridge within the kitchen which is likely to be the result of former dampness penetrating from a defective downpipe/gutter. This should continue to dry out. We found no rising dampness.

### 6E. Flooring:

Category:

3

The floors to the property are of suspended timber construction and have suitable external vents. The floors appear to be generally firm and level underfoot, however the flooring in front of the dining room fireplace springs excessively leading us to have concerns over the condition of the sub floor joists in this location. As a precaution we recommend that a floorboard is

raised in this location so that the floor joists can be inspected before exchange of contracts.

The wood flooring finish to the kitchen and living room area appears to move slightly underfoot (mainly to the kitchen area) and has larger than normal gaps between the sections in places. We understand that some expansion and contraction of this type of flooring can naturally occur, however you may wish to consider obtaining a second opinion from a flooring contractor (or a guarantee from the original one) as to the quality of this finish.

The upper floors are of suspended timber and are generally firm and level and should be capable of coping with normal domestic loadings.

#### **6F. Cellar:**

**Category:**

There is no cellar at this property.

#### **6G. Fireplaces, Chimney Breasts and Flues:**

**Category:**

1

There is a fireplace with the front reception room which appears to be adequately secured into position and has a gas fire. It is not known whether the flue is lined as would be recommended for use with a gas fire and this should be investigated when the fire is next serviced.

There is a fireplace to the rear right side bedroom which is redundant. The fireplaces elsewhere in the property have been removed leaving recesses with vents into the chimney flues.

#### **6H. Built-in Fittings (kitchen and other fittings, not including appliances):**

**Category:**

1

The kitchen is to a reasonable standard and quality for the property. However the central breakfast bar/island is not secured into position and this requires attention.

#### **6I. Woodwork (for example, staircase and joinery):**

**Category:**

1

Internal joinery to the property is typical of this type and age and appears to be in generally serviceable condition with no evidence or any significant defect noted.

#### **6J. Bathroom Fittings:**

**Category:**

1

The bathroom and sanitary fittings appear to be to a reasonable quality with no obvious defects noted.

## 7. Services

Surveyors are not qualified to undertake tests of the services and we have undertaken a visual inspection only. Where necessary we have recommended that the appropriate specialist contractors inspect the property and undertake their own tests.

### 7A. Electricity:

Category:

3

The property is connected to mains electricity. The consumer unit is located in the garage. The consumer unit (fuse board) is a modern RCD/trip switch device. The meter is also located within the garage. The cabling and fittings where visible appears to be in modern plastic covered cable. The property may have been partially rewired and any certificates should be obtained for this work.

We did not note any significant defects to the electrical system, however it must be accepted that it is not possible to ascertain the condition of the system by a visual inspection only. As a precaution you may wish to instruct an electrician to test the system before exchange of contracts unless this has been recently undertaken.

### 7B. Gas/Oil:

Category:

3

The property is connected to the mains gas and the meter is located under the stairs. There is no special reason to anticipate a problem but you may wish to arrange a precautionary test of the system by a Gas Safe approved contractor before taking up occupation.

### 7C. Water:

Category:

1

Mains water connects internally to copper plumbing where visible. The internal stop tap is located beneath the stairs. The incoming main appears to be in copper where visible.

The sanitary fittings to the property appear to be generally serviceable.

There was an adequate pressure to the taps when tried.

### 7D. Heating:

Category:

3

Central heating and domestic hot water are provided by the older style gas fired combi boiler located in the garage. It is connected to hot water radiators around the property. There are no signs of visible defects to the system or leakage and no particular reason to think that the heating system is not effective. The property was very warm during our inspection.

It should be noted that central heating systems require an annual service and unless this has been undertaken with some service documentation available, then the boiler and central heating system should be tested before exchange

of contracts to ensure that it is serviceable.

There is an apparently redundant boiler located in the under stair cupboard. It is not clear why this has not been previously removed.

**7E. Water Heating:**

**Category:**  
**3**

The combination boiler heats the domestic hot water directly and there are no associated storage tanks with the system. We ran the hot taps for a considerable period of time and we were unable to get any hot water. We recommend that the boiler now is inspected by a competent Gas Safe registered contractor before exchange of contracts.

**7F. Drainage:**

**Category:**  
**1**

We are only able to comment on areas accessible to us at the time of inspection. The hidden nature of drainage systems means that their true serviceability cannot be fully confirmed without a test being carried out. Nevertheless, our opinion is based on a visual inspection of the accessible areas and the Surveyors experience in systems of this type and age.

There is one inspection chamber serving the property. The cover was raised and this was found to be generally clear.

**7G. Common Services:**

**Category:**

Not Applicable.

**8. Grounds**

**8A. Garage, grounds and boundaries:**

**Category:**  
**2**

There is a brick and flat felt roofed garage to the left side of the property.

The flat roof coverings and capping to the parapet walls are relatively new but the standard of work is sub standard in numerous respects. We recommend that you now obtain a quotation from a competent flat roofing contractor to strip and re-cover this roof including re-setting the guttering to the correct fall.

We have concerns over the support provided beneath the brickwork panel above the main entrance door. The brickwork appears poorly bonded to the walls and the support beneath this area appears minimal for the imposed loading. There is some minor deflection noted beneath the brickwork panel. We recommend that you obtain a quotation for installing a suitable lintel/beam beneath this brickwork before exchange of contracts.

We found no significant defects with the boundaries. It is always sensible, when purchasing any property, to be sure about the ownership of individual

boundaries and responsibility for their maintenance.

**8B. General:**

**Category:**

N/A

**9. LEGAL AND OTHER MATTERS**

**9A. Tenure:**

It is assumed that the property is freehold.

**9B. Regulations:**

Confirm that building Regulation approvals were obtained for the removal of the kitchen/living room wall.

Obtain a mining report.

**9C. Guarantees:**

Check boiler servicing records.  
Check for double glazing guarantees.  
Check for electrical testing certification.

**9D. Other Matters:**

N/A

## 10. VALUATION

### Market Value:

The valuation is our opinion of market value on the day of inspection, based on sales of similar properties within the local area and assuming vacant possession.

In my opinion the current market value on 2<sup>nd</sup> February 2011 was:

**£250,000 (Two hundred and fifty thousand pounds).**

We recommend that you now obtain quotations for the required works with a view to potentially re-negotiating based on the cost of the works.

### Floor Area of property:

125 M<sub>2</sub>

Insurance Rebuilding Cost:	
This is an estimate of the likely cost to rebuild the subject property to its present form. This is inclusive of demolition, site clearance and professional fees. This figure excludes VAT.	<b>£180,000</b>

**Signed:**

**Surveyor:** Robert Green BSc MRICS DEA NDEA

**Address:** Proenergis Surveyors  
59 Lenton Boulevard  
Nottingham  
NG7 2FQ

**Telephone:** 0115 882 3867

**E-mail:** info@proenergis.com

**Date of report:** 3<sup>rd</sup> February 2011

## ESSENTIAL GUIDANCE FOR YOUR SURVEY REPORT

- If you have any questions about this report please contact us.
- It is important that you discuss the contents of this report with your Conveyance/Solicitor.
- To make sure you are properly covered tell your Conveyancer/Solicitor to check existing guarantees and maintenance contracts e.g. central heating, damp and timber treatments, double glazing etc. Remember we have not tested any services.
- If we have mentioned such things as planning permissions, building regulations, listed building consents, freeholder consents, title restrictions, road and sewer bonds etc. tell your Conveyancer to advise you further.
- If we have mentioned contaminated land tell your conveyancer to check what steps have been taken to deal with any possible contamination.
- If you are going to extend, alter or improve the property you should get advice from the Local Authority.
- Defects or issues may have been highlighted and you should now get your own independent advice before you exchange contracts. You may require reports and estimates and we suggest you use a contractor with an insurance backed guarantee and who is preferably a member of a trade organisation.
- When investigating the full extent of any defects we have reported, your contractor may go beyond the scope of our standard inspection e.g. by lifting carpets or floorboards and this may reveal more serious problems that we were not able to see.
- Repairs or maintenance to the upper parts of the building may involve the use of expensive scaffolding.
- Central heating systems and heating appliances should be tested before you buy the property and then on a regular basis using a Gas Safe registered contractor.
- Information and testing of electrical systems can be obtained from a qualified member of N.I.C.E.I.C on 020 7564 2323 or the ECA on 020 7313 4800.
- Testing of gas appliances can only be carried out by a Gas Safe registered specialist. For further advice and names telephone 01256 372200.
- Advice on asbestos can be obtained from the Environmental Health Department at your Local Authority. You should be aware public perception of the possible health risks of asbestos may affect the value and future saleability of the property.

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- For your own safety, smoke alarms, carbon monoxide detectors etc. should be fitted and regularly tested.
- Advice on radon can be obtained from the National Radiological Protection Board (NRPB) telephone 0800 614529. Advice on high voltage electrical supply apparatus or telecommunication masts can be obtained from NRPB on 01235 831600.
- If we have mentioned flooding, advice can be obtained on 0845 9881188 (England, Wales & Scotland) and 02890 253430 (Northern Ireland).
- No responsibility whatsoever is accepted by Proenergis Surveyors to any third party and this report should not be relied upon for any commercial purposes or any other use without our written authority.
- The property is inspected and our report is written in accordance with the Terms and Conditions provided to you before the survey.

## GENERAL MAINTENANCE NOTES

These notes are provided as a guide to enable you to inspect your property on a regular basis, to help keep it in good order. They must not be considered to be definitive or fully comprehensive. Regular maintenance inspections and prompt repair of any defects noticed will help keep your repair costs to a minimum. If neglected they may lead to more expensive repairs.

You should look at:

### The Roofs

1. Check that all the tiles and slates are in good order and replace any that are cracked, slipped or damaged. Ensure that the mortar pointing at the roof edges is kept in good condition.

### Flat Roofs

2. Make sure that the chippings remain evenly laid. If cracked or bubbled areas are noticed, have these repaired immediately.

### Lead and Mortar Flashings

3. Lead flashing should lay properly; mortar fillets should be free from cracks. Mortar fillets are not fully satisfactory and are best replaced with lead.

### Guttering

4. Should run to the downpipe heads at an even slope and be free from splits and cracks. Replace or repair missing or defective sections immediately to protect the property. Clean out the gutters regularly to remove weeds, leaves and granite chippings. Gutter joints do deteriorate with age and the need for resealing must be anticipated from time to time.

### Downpipes

5. Check that the junctions of the gutters to the downpipes are in good order and also the joints between the downpipes and the underground piping at ground level. If any downpipes discharge over gulley grids, clear and maintain brick surrounds to stop debris blocking the gulleys.
6. Replace or repair missing or defective sections immediately.

### Chimneys

7. Keep chimney pots in good order and ensure they are securely joined to the top of the chimney. Keep the brickwork mortar joints in good condition. If you notice any cracking of the brickwork have it repaired at once.
8. If television aerials have been fixed to the chimney ensure that they are properly secured.

### External Joinery (incl. Gutter and Barge Boards, Verge Cappings and Snow Boards)

9. Keep in good repair and well decorated.

### Outside Walls

Property Address: xxxxxxxxxxxxxxxxxxxxxxxxxxxx.

10. Keep the brickwork, mortar joints in good order. Poor maintenance of brick pointing leads to damp penetration and damage to the brick surface.
11. Make sure the mortar joint protecting the damp proof course is keep in good condition.
12. Keep the joints between the window and door frames and the brickwork in good watertight condition with pliable mastic sealant.
13. Make sure that the mortar around the waste pipes is in good condition.
14. Keep soil and paths at least 150mm below the level of the floors inside to prevent penetrating dampness.
15. If there are air bricks, make sure they are in good order and free from blockage.
16. If the walls are mortar rendered, make sure it is not cracked or loose. Water will get behind poor rendering leading to dampness. All cracked or loose areas should be repaired or replaced.
17. Regularly redecorate any painted walls or timber boarded areas.

### **Windows and Doors**

18. Periodically inspect the frames and repair any timbers affected by wet rot. Regular painting helps avoid timber going rotten.
19. Replace cracked and broken panes of glass and renew loose or missing putties before redecoration to avoid wet rot in the frames.
20. Replace broken sash cords and window catches.

### **Inside the Loft**

21. Make a regular inspection to check for signs of leaks which can lead to wet or dry rot taking hold. Carry out any necessary repairs immediately.
22. Check the chimney brickwork for heat cracks.
23. Make sure the roof timbers are not broken, split or affected by rot.
24. Clean out water tanks, maintain ball valves and keep tanks and pipes properly insulated and covered.
25. Insulate the loft if this has not been done. Do not insulate right up to the eaves or below the water tanks. Make sure the electrical cables are not covered by the insulation.
26. Look for wood-boring beetle flight holes and if in any doubt have a specialist firm make an inspection.
27. Check ceilings under flat roofs for any signs of leaks and repair affected areas immediately.

### **Plumbing, Heating and Electrics**

28. Ensure that the external and internal stopcocks are readily available in an emergency.
29. Keep the plumbing pipework in good condition and periodically clean out the traps to baths, sinks and wash basins.
30. Have the central heating appliances annually serviced by a CORGI registered contractor.
31. Do not make any alterations to the electrical wiring without qualified advice. Amateur repairs and additions can lead to failure of the circuits, fire and risk of electric shock.
32. It is advised that the electrical installation is checked by the Electricity Board at least every five years as cables and fittings deteriorate with age.

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### **Decorations**

33. Internally, keep the ceilings, walls and woodwork in good decorative condition.
34. External paintwork should not be left more than four years without redecoration.

### **Drainage**

35. Periodically lift the manhole covers and have the drains cleaned out if necessary. Keep manhole covers and surrounding mortar in good condition.
36. If you have a septic tank; have it pumped out at least once a year.

### **In the Garden**

37. Keep the hedges, walls, fences, gates, paths and driveways in good order.
38. Keep soil, shrubs and trees away from outside walls. Shrubs and trees can break drainage pipes and potentially cause subsidence.
39. Cut back wall creepers regularly as they can destroy the mortar joints between brickwork, stonework, etc encourage dampness and insects and block gutters.

### **Outbuildings/Garages**

40. Check the roofs, gutters, downpipes and walls as suggested for the house.
41. Regularly redecorate timber surfaces.
42. Keep door hinges and locks well oiled. Regularly clean out sliding door channels.