



GRONINGEN/UPPSALA
GÖTTINGEN/CANTERBURY
Studio N°: 56.0.....

INVENTORY

between landlord: UGent, DSV Housing OFFICE
 and tenant:
 Tel./ Mobile: E-mail address:

| | Please indicate and/or fill out | OK (Yes/No) | Remark(s) |
|------------------------|---------------------------------|----------------|-----------|
| ENTRANCE HALL | door inside | | |
| | door outside | | |
| | door lock | | |
| | door handle | | |
| | walls | | |
| | ceiling | | |
| | floor covering | | |
| BATHROOM | entrance door | | |
| | washbasin | | |
| | shower | | |
| | white shower filter | | |
| | shelf under mirror | | |
| | shower head | | |
| | toilet | | |
| | towel support | | |
| | paper holder | | |
| | soap holder shower | | |
| | walls | | |
| | coat hanger | | |
| | floortiles | | |
| | mirror | | |
| ceiling | | | |
| FURNITURE | desk + drawers | | |
| | bed + slats | | |
| | chair (2) | | |
| | mattress | | |
| | wardrobe | | |
| | bookshelves | | |
| KITCHENETTE (1) | refrigerator + light | | |
| | dustbin | | |
| | hot plate (2) + microwave oven | | |
| | 2 plates + 2 deep plates | | |
| | 2 bowls | | |
| | 2 cups | | |
| | 4 forks | | |
| | 4 spoons | | |
| | 4 small spoons | | |
| | 4 knives | | |
| | 1 big cooking pot with lid | | |
| | 2 drinking glasses | | |
| | 1 small pot | | |

| | | | |
|------------------------------|--------------------------------|--|--|
| KITCHENETTE (2) | 1 pan | | |
| | safety switch hot plate | | |
| | sink | | |
| | cooker hood + light | | |
| | sticker "Stand by your pan!" | | |
| | cutlery drawer | | |
| | cupboards above sink | | |
| | cupboard under cooker | | |
| LIGHTS | hall | | |
| | in the sanitary space | | |
| | above desk | | |
| | above bed | | |
| | light switch sink | | |
| | light switch above bed | | |
| ELECTRICITY/TELECOM | light switch in the hall | | |
| | fuse box | | |
| | internet-connecting sockets | | |
| | router Studenteninternet | | |
| | sockets under desk | | |
| | sockets in hall | | |
| | sockets in bathroom | | |
| | sockets in kitchenette | | |
| OTHER | sockets in bedroom | | |
| | curtain + curtain rail | | |
| | radiator central heating | | |
| | bucket | | |
| | floor wiper | | |
| | pillow + cover | | |
| | blanket/sheet/mattress cover | | |
| | window sill | | |
| | dustpan and brush | | |
| | pedal bin | | |
| | window | | |
| | toilet brush | | |
| | Safety instructions evacuation | | |
| | Sticker "Emergency Center 88" | | |
| 3 blue info stickers kitchen | | | |
| staircase (if applicable) | | | |

Date:

Name and signature **tenant**

Name and signature **landlord**
in behalf of University Ghent

Please fill out this form as detailed as possible: your room, after your check-out, will be compared with this form. You should return the form to the reception desk in Home Vermeulen, within 7 days.

If you don't submit it on time, you are deemed to have received the living unit in a perfect condition.

Assessment of damage, upon your final departure, will be charged by an additional invoice.

Please note that this form is invalid in case personal details or information concerning the living unit are incorrect.

This form is only a survey of the state of your living unit, as required at the beginning of a new tenancy agreement.

In case you want to report a defect, do not only mention this on this form, but go to homeserve.ugent.be