

1 Any Street, Any Town

## Building fabric

Landlord: XXXX  
 Tenant: XXXX  
 Lease dated: DD/MM/YYYY

Item no	Clause no	Breach complained of	Remedial works required	Item cost	Tenant's comments	Tenant's costs
<b>A Reinstatement</b>						
<b>External</b>						
1	3.25	The tenant has installed a shutter door to the shopfront.	Remove, making good any damage to affected surfaces.	£450.00	The roller shutter is clearly of use to any incoming tenant providing additional security. It is proposed that this is retained and is of benefit to the Landlord. However this would be removed if requested.	nil
2	3.25	The tenant has installed a fascia sign to the shopfront.	Remove, making good any damage to the affected surfaces.	£180.00	Signage will be removed prior to the end of the term.	nil
3	3.25	The tenant has installed bespoke adhesive signs to the glazing of the shopfront.	Remove signs and all adhesive residue.	£75.00	Signage and associated adhesive will be removed from the glazing prior to the end of the term.	nil
<b>Internal</b>						
4	3.25 & LtA Clause 7	The tenant has installed a bespoke shop fit-out.	Remove the following tenant made alterations and make good any damage to affected surfaces:	£0.00	The tenant's shopfit will be completely stripped out and any affected surfaces made good prior to the end of the term.	nil
5	3.25 & LtA Clause 7		Timber partitions.	£260.00	See item 4.	nil
6	3.25 & LtA Clause 7		Wall cladding.	£150.00	See item 4.	nil
7	3.25 & LtA Clause 7		Shelving.	£125.00	See item 4.	nil
8	3.25 & LtA Clause 7		Laminate floor covering.	£336.00	See item 4.	nil
9	3.25 & LtA Clause 7		Customer serving counters.	£200.00	See item 4.	nil
10	3.25	The tenant has installed a CCTV system.	Remove, taking wiring back to source, capping off safely and making good any damage to the affected surfaces.	£150.00	See item 4.	nil
11	3.25 & LtA Clause 7	The tenant has installed bespoke spotlighting to the back of house area.	Remove, making good any damage to affected surfaces.	£85.00	Spot lighting to be removed and disposed of off site prior to end of term.	nil
12	3.25	The tenant has installed a fire alarm system.	Remove, taking wiring back to source, capping off safely and making good any damage to the affected surfaces.	£120.00	The fire alarm was demised. Test certification to be provided.	nil
13	3.25	The tenant's chattels remain, including but not limited to; stock, furniture, personal belongings.	Remove. Note, no cost included as it is assumed tenant will remove prior to expiry. The landlord reserves the right to claim a cost if chattels remain.	£0.00	These items will be removed prior to the end of the term.	nil
<b>Reinstatement subtotal</b>				<b>£2,131.00</b>		<b>£0.00</b>
<b>B Redecoration</b>						
<b>External</b>						

14	3.5	The tenant has covenanted to redecorate externally within the last 6 months of the term.	Thoroughly prepare and undertake redecorations and other such treatment as may be necessary in accordance with the terms of the lease, where applicable to the following surfaces:		Noted	nil
15	3.5		Timber windows (external)	£220.00	Agree.	£220.00
		<b>Internal</b>				
16	3.5	The tenant has covenanted to redecorate internally within the last 6 months of the term.	Thoroughly prepare and undertake redecorations and other such treatment as may be necessary in accordance with the terms of the lease, where applicable to the following surfaces (including relining/repapering where appropriate):		It is agreed that all previously painted surfaces should be subject to redecoration. Total cost provided for redecoration of all previously decorated surfaces. Disagree suggested costs referred to in items 17-22.	£3,800.00
17	3.5		Doors, including frames and architraves.	£1,400.00	See item 16.	nil
18	3.5		Timber window (internal), including frames and soffits.	£180.00	See item 16.	nil
19	3.5		Staircase stringer.	£63.00	See item 16.	nil
20	3.5		Skirtings.	£260.00	See item 16.	nil
21	3.5		Previously decorated soffits.	£648.00	See item 16.	nil
22	3.5		Walls.	£6,660.00	See item 16.	nil
<b>Redecoration subtotal</b>				<b>£9,431.00</b>		<b>£4,020.00</b>
<b>C Repair</b>						
		<b>External</b>				
23	3.4	The timber to the first floor windows is deteriorated in places, with rot to the frames noted. Glazing putty is also cracked and missing throughout.	Undertake timber repairs and re-apply glazing putty, prior to redecoration.	£400.00	Agree.	£400.00
24	3.4	The powder coated aluminium framed shopfront is begrimed.	Clean.	£80.00	Shopfront cleaned prior to end of term.	£80.00
		<b>Internal</b>				
		<u>Ground floor</u>				
25	3.4	There are a number of scuffed, damaged and soiled ceiling tiles.	Replace to match existing.	£210.00	Damaged and marked ceiling tiles replaced.	nil
26	3.4	There will be numerous ceiling tiles left with redundant fixing holes following the removal of the tenant's partitions and installations.	Replace to match existing.	£308.00	Damaged ceiling tiles replaced.	nil
27	3.4	The heating/cooling system is non-operational and begrimed. Maintenance history was not available at the time of inspection.	Undertake investigations and validation of the condensers and ductwork and undertake all necessary repairs.	£1,500.00	Test certification for AC installation to be provided to end of term.	nil
28	3.4	Several light fittings are damaged and non operational. Fluorescent tube luminaires have been removed to 1no. fitting.	Undertake repairs to damaged light fittings and replace luminaires where required.	£150.00	All light fittings repaired and to be left in full working order by the end of the term.	nil
29	3.4	A hand drier appears to have been removed from the wall within the WC, leaving redundant fixing holes and damaged plaster.	Repair wall linings and fill redundant fixing holes prior to redecoration.	£50.00	As demised.	nil
30	3.4	The vinyl to the WC has debonded at the upstand and begrimed.	Re-adhere vinyl floor covering and deep clean.	£80.00	Agree to repair vinyl floor covering.	£80.00

31	3.4	The sanitaryware and ceramic wall tiling to the WC is heavily begrimed.	Deep clean.	£65.00	Agree to clean.	£30.00
32	3.4	The wash hand basin appears to be leaking from the waste pipe.	Investigate the issue and repair.	£100.00	Waste pipe repaired.	nil
33	3.4	The vinyl floor covering to the storage room is swollen and soiled from water ingress.	Replace to match existing.	£135.00	Vinyl floor covering tenant's fit out. Removed and disposed of off site.	nil
34	3.4	The carpet covering to the stairs is heavily begrimed and removed to the bottom two steps.	Replace to match existing.	£525.00	Carpet to staircase tenant's fit out. Removed and disposed of off site.	nil
		<u>First Floor</u>				
35	3.4	There are 2no. large penetrations in the partition wall to the toilet block.	Fill and make good penetrations.	£250.00	As demised.	nil
36	3.4	There are numerous areas of damage and redundant fixing holes to the walls, specifically noting the rear wall, with damage to wall linings noted.	Re-plaster all areas of defective wall finishes.	£650.00	As demised.	nil
37	3.4	The concrete floor slab is begrimed and soiled, with areas of bird waste staining the floor.	Deep clean.	£345.00	Agree to clean.	£80.00
38	3.4	The timber windows do not close, ironmongery has been removed and poorly executed temporary repairs made.	Overhaul ironmongery and ease and adjust windows.	£150.00	Agree to overhaul windows and leave in full working order. Windows operational by the end of the term.	nil
39	3.4	The sanitaryware within the WC areas is heavily soiled.	Deep clean.	£85.00	Sanitaryware cleaned.	nil
40	3.4	The vinyl floor covering to both of the WCs is heavily stained and have debonded in isolated areas.	Replace to match existing.	£315.00	Vinyl floor covering tenant's fit out. Agree to strip out.	nil
41	3.4	The toilet seat to the male WC has been removed.	Install a toilet seat.	£60.00	Replaced.	nil
42	3.4	The arm to the point of use water heater within the male WC has been removed, and the unit does not operate.	Replace.	£150.00	Tenant's fit out. Removed.	nil
43	3.4	The light to the female WC is non-operational.	Undertake repairs to damaged light fittings and replace luminaire where required.	£75.00	Lighting now operational.	nil
		<b>Generally</b>				
44	3.4	The tenant is required to clean all drains regularly.	Undertake CCTV drainage survey and jet.	£750.00	This is not a breach. No obligation to carry out CCTV drainage survey.	
45	3.4	The tenant is required to clean all glazing within the last 6 months of the term.	Clean all glazing, internally and externally.	£125.00	Agree to clean glazing.	£80.00
46	3.4	Following the completion of the required works and the tenant's removal process, the premises will be soiled.	Undertake a full builders clean.	£250.00	Numerous items already included for cleaning.	nil
		<b>Repair subtotal</b>		<b>£6,808.00</b>		<b>£750.00</b>
<b>D</b>		<b>Compliance with statute</b>				

47	3.20	The Electricity at Work Regulations 1989 under the Health and Safety at Work etc. Act 1974 require that maintenance is carried out on systems and that the maintenance can be carried out safely, however there is no evidence of a suitable maintenance regime.	Provide evidence that the electrical system has been maintained such as the Electrical Installation Condition Report documentation as recommended in BS 7671:2018 (IET Wiring Regulations 18th Edition as amended).	£350.00	Agree.	£350.00
48	3.20	The tenant is required to comply with the Control of Asbestos Regulations 2012 and the Construction (Design and Management) Regulations 2015.	Prior to undertaking the necessary dilapidations works, commission a pre-refurbishment and demolition survey, in accordance with HSE guidance. Record the results in an asbestos management plan or register.	£750.00	Agree.	£500.00
49	3.20	The Management of Health and Safety at Work and Fire Precautions (Workplace) (Amendment) Regulations 2003 under the Health and Safety at Work etc. Act 1974 and the Regulatory Reform (Fire Safety) Order 2005 require suitable provision for a safe means of escape from the building, however there is no evidence of suitable maintenance or testing of the emergency lighting system.	Provide evidence that the emergency lighting system has been maintained and tested such as the documentation recommended in BS 5266.	£550.00	Agree.	£250.00
50	3.20	The tenant is required to provide the Health & Safety File for the premises.	Provide the Health & Safety File.	£200.00	Documentation to be provided at the end of the term.	nil
<b>Compliance subtotal</b>				<b>£1,850.00</b>		<b>£1,100.00</b>
<b>E Totals - building fabric</b>						
		Reinstatement subtotal	(10.54% of total)	£2,131.00		£0.00
		Redecoration subtotal	(46.64% of total)	£9,431.00		£4,020.00
		Repair subtotal	(33.67% of total)	£6,808.00		£750.00
		Statute subtotal	(9.15% of total)	£1,850.00		£1,100.00
<b>Net cost of works</b>				<b>£20,220.00</b>		<b>£5,870.00</b>