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BAWDEN HOME CARE · HOLIDAY & SHORT-STAY HOMES · FULL HOUSE INSPECTION

Condition report *& works schedule*

PROPERTY **Three-bedroom weatherboard beach house** Coastal Victoria · address withheld · sleeps 8 with bungalow	INSPECTED **19 May 2026** Between bookings · key safe · conditions fine and dry
BUILT **c. 1976, pool 2009** Timber frame, weatherboard clad, suspended timber floor · pool, rear deck, bungalow	USE **Short-stay let, agent-managed** Platform listing · approx. 38% of nights occupied · longest gap 23 days
INSPECTED BY **C. Bawden** Registered Building Practitioner DB-U 45837	REPORT ISSUED **26 May 2026** Five business days from inspection · copy to managing agent

Executive summary

The house is in sound condition for its age and has been looked after. No structural defect was identified. Three items need attention before the next booking: a loose balustrade post at the deck stairs, a weeping washing-machine connection, and a pool gate that does not self-latch. Each is inexpensive now; each is the kind of item that becomes a liability or a water claim in a house with paying guests and nobody living in it.

Four items are recommended within twelve months and are best done in the off-season. Four items are recorded for monitoring, with no work advised this year.

Guest safety and insurer conditions

Because this house takes paying guests and sits empty between them, the elements your insurer, the booking platform and the council ask about are grouped on one page at **Section six**, each pointing to where it is recorded. Give that page to your managing agent.

Retain this report with your insurance documents. It is a dated, photographed record of the condition of the property, prepared by a Registered Building Practitioner, before any loss and before any stay. See Section eight.

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SECTION ONE

Report structure and methodology

Each finding is illustrated, referenced and assigned a priority. Priority reflects the *timing* of the recommended action rather than the scale of the defect. In a house with paying guests, an item that affects guest safety is ranked at Priority 1 whatever its size.

Priority 1 · needs attention now

Water is entering the structure, a component has failed, or a guest-safety element is non-compliant. To be rectified before the next booking. On a maintained property this section is short.

Priority 2 · within 12 months

Currently performing its function, with a foreseeable end of service life. Scheduled for the off-season, when a week of trades in the house costs nothing in bookings.

Priority 3 · no work advised

Sound at the date of inspection. Recorded and measured to provide a datum for the next inspection, with a note of the change that would alter this advice.

What we inspected

- Roof exterior, gutters, downpipes, flashings and valleys
- Roof cavity — framing, insulation, moisture staining, vermin
- Subfloor — stumps, bearers, joists, ventilation, ant caps
- External cladding, paint, windows, doors, seals and eaves
- Both wet areas, kitchen, laundry and all internal rooms, including the bungalow
- Switchboard, RCDs, smoke alarms, hot water unit (visual), water isolation
- Site drainage, paving falls, retaining, deck, stairs and balustrades
- Pool barrier, gate and surrounds (visual; not a certification)

What we did not inspect

- × Timber pests — a separate licensed inspection is recommended (see 10.2)
- × Asbestos, mould and lead paint sampling
- × Electrical and gas compliance — visual observation only
- × Pool barrier certification — a Form 23 is issued by a registered inspector
- × Anything requiring destructive investigation
- × Concealed framing, footings, and services behind finishes

Access was complete. The roof cavity, subfloor, bungalow and all internal rooms were reached from the key safe. No area was omitted from this inspection on access grounds. The owner was not present; the managing agent was notified of the visit.

A note on costs in this example

A report issued to a client carries an indicative cost against every item that calls for work — the amount Bawden Building Group would charge to carry it out, stated so that the schedule can be taken to another builder and compared directly. Those figures are omitted from this published example. They are given in the report you receive.

SECTION TWO

Works schedule

Eleven findings, grouped by when they need attention. **Three need attention before the next booking.** Four should be dealt with within the next twelve months, in the off-season. Four need no work at all. Costs are omitted from this example.

PRIORITY 1 · NEEDS ATTENTION NOW — BEFORE THE NEXT BOOKING

Three items

1.1 **Rear deck — balustrade post at the stairs**
Loose at the base fixing; deflects under hand load. Guest-safety item

1.2 **Laundry — washing-machine connection**
Hot-side hose weeping at the ferrule; elevated moisture at the cabinet base

1.3 **Pool barrier — deck side gate**
Self-closer does not latch from half-open. Guest-safety and compliance item

PRIORITY 2 · WITHIN THE NEXT TWELVE MONTHS — OFF-SEASON

Four items

2.1 **Roof — ridge and hips**
Re-point the full ridge and hip runs, approx. 34 linear metres

2.2 **Wet-area silicone**
Shower hob, bath surround, vanity junctions and ensuite screen. Best done with 1.2

2.3 **Flexible hoses — wet areas, kitchen, laundry**
Replace all ten braided connections. Sound, but no installation date recorded

2.4 **Smoke alarm and extinguisher**
Replace the 2014 hallway alarm and interconnect; service the kitchen extinguisher

PRIORITY 3 · NO WORK ADVISED — MONITOR ONLY

Four items

3.1 **Hallway cornice**
Hairline cracking, consistent with seasonal movement. Re-measured next inspection

3.2 **Hot water unit**
Twelve years old against a service life of 10–15. Allow for replacement in 1–3 years, off-season

3.3 **Rear deck boards**
Surface greying, substructure sound. Re-oiling before summer at the owner's convenience

3.4 **Subfloor moisture**
Dry at inspection. Re-read next inspection; closed-up periods noted

Timing against the calendar

Priority 1 items are quoted for the first gap in the booking calendar. Priority 2 items are quoted as one off-season visit so that the plumber, roofer and electrician each attend once. The managing agent has been sent this schedule.

SECTION THREE

Priority 1 — needs attention now

Three items. One is admitting water; two are guest-safety elements that a paying guest will use on the first evening of their stay. None constitutes a major work. All three should be rectified before the next booking.

Loose balustrade post at the deck stairs

PRIORITY 1

1.1 · Rear deck, head of the stairs

POST BASE, SHOWING MOVEMENT

OBSERVED

The newel post at the head of the deck stairs is loose at its base fixing and deflects approximately 20 mm under hand load. Balustrade height and infill spacing are otherwise compliant. The post carries the handrail that guests use on the stairs.

RECOMMENDED

Re-fix the post with a through-bolted bracket to the joist, and check the remaining posts for movement while the deck is open. This is a guest-safety item and should be rectified before the next booking.

Weeping washing-machine connection

PRIORITY 1

1.2 · Laundry

FERRULE, SHOWING WEEP

OBSERVED

The hot-side braided hose is weeping at the ferrule. Moisture reading of 16% at the base of the laundry cabinet against 10% ambient elsewhere. The taps are left open between bookings, so a failure would run unattended until the next changeover.

RECOMMENDED

Replace both washing-machine hoses and record the date. Instruct the cleaner to close the taps at the wall at each changeover. Re-test the cabinet base at the next inspection.

Pool gate not self-latching

PRIORITY 1

1.3 · Pool barrier, deck side gate

GATE CLOSER AND LATCH

OBSERVED

The gate self-closer returns the gate but does not engage the latch from the half-open position. The barrier is otherwise compliant: 1.2 m minimum height, non-climbable zone clear, latch release at 1.5 m. A pool barrier that does not self-latch is a non-compliance and a guest-safety item.

RECOMMENDED

Adjust or replace the closer and the latch striker, and test from all positions. Record the date against R7. Do not rely on the 2023 compliance certificate until this is done.

Extent of this section

The roof cavity, subfloor, bungalow, both wet areas, all internal rooms, the pool barrier and the full external envelope were inspected. Three items at Priority 1 is consistent with a maintained short-stay property of this age. No further item met the criteria for this priority.

SECTION FOUR

Priority 2 — within the next twelve months

Four items, all serviceable at the date of inspection. Each has a foreseeable end of service life, and each costs less addressed in the off-season than after a failure in the middle of a booking.

Ridge and hip pointing

PRIORITY 2

2.1 · Roof, whole

RIDGE LINE, CRACKED POINTING

OBSERVED

Pointing is cracked and drummy across most of the ridge and both hips, about 34 linear metres. Bedding is intact, no caps are loose and no water ingress is occurring. Ordinary end of service life, accelerated here by salt exposure.

RECOMMENDED

Re-point the full ridge and hip runs in a single visit in the off-season, which is materially more economical than sectional repair.

Wet-area silicone

PRIORITY 2

2.2 · Main bathroom and ensuite

HOB JUNCTION, HARDENED BEAD

OBSERVED

The shower hob junction, bath surround, both vanity junctions and the ensuite screen base are discoloured and hardened. None is admitting water at inspection; moisture readings at the wall bases are at ambient. In a house that is closed up between stays, failed silicone shows first as mould.

RECOMMENDED

Strip and replace all runs in one visit. Best done in a mid-week gap or the off-season.

Flexible hose connections, age unknown

PRIORITY 2

2.3 · Both bathrooms, kitchen, laundry

BASIN CONNECTION

OBSERVED

Ten braided connections serve the basins, kitchen mixer and laundry. Braiding is sound on all ten, but none carries a legible installation date and no record of replacement exists. Service life is five to ten years. In this house a failure runs unattended for the length of the gap between bookings.

RECOMMENDED

Replace all ten and record the date. Pair with 1.2 so the plumber attends once. Record the replacement date at G24 and H15.

Smoke alarm and extinguisher beyond service date

PRIORITY 2

2.4 · Hallway and kitchen

ALARM, DATE STAMP 2014

OBSERVED

The hallway smoke alarm is stamped 2014 and is past its ten-year replacement date; it sounded on test. The two bedroom units are dated 2022. Alarms are not interconnected. The kitchen extinguisher’s service tag expired in 2024.

RECOMMENDED

Replace the 2014 unit with an interconnected photoelectric alarm, and interconnect the bedroom units at the same time. Service or replace the extinguisher. Both are guest-facing items and should be done before the summer season.

SECTION FIVE

Priority 3 — no work advised

Four items recorded and illustrated, with no expenditure advised. Each entry states the change in condition that would alter this advice. Each has been measured or marked so that the next inspection has a datum for comparison.

CORNICE, WITH REFERENCE MARK

HOT WATER UNIT, PLATE 2014

Items 3.1 and 3.2 are illustrated. Neither requires expenditure in the current year. Both have been measured at this inspection to establish a datum against which any subsequent change can be assessed.

REF	ELEMENT	OBSERVATION, AND THE CHANGE THAT WOULD ALTER THIS ADVICE
3.1	**Hallway cornice**	Hairline cracking of about 0.5 mm at two cornice joints, consistent with seasonal movement for this age and footing type. **Marked and to be re-measured at the next inspection. Should either exceed 2 mm, or a diagonal crack appear at a door head, the matter becomes structural and referral is advised.**
3.2	**Hot water unit**	Storage unit, compliance plate dated 2014, so twelve years old against a typical service life of ten to fifteen. Operating normally, no corrosion at the relief valve, tempering valve fitted. **No action required at present. A provision is suggested within one to three years, so that replacement is planned for the off-season rather than undertaken after a failure in January.**
3.3	**Deck boards**	Boards greying and dry across the western half. Substructure sound, fixings tight, no rot found on probe testing. **Re-oiling is recommended at the owner's convenience, ideally before summer. No work is advised in the current year.**
3.4	**Subfloor moisture**	Dry at inspection, 13% at the south bearer. The house is closed up between bookings and the subfloor is well ventilated. **Re-read at the next inspection. A reading above 18% at the same position would warrant a ventilation review.**

Purpose of this section

All four items could have been costed and carried into the schedule. None requires work. Recording the elements that are sound, and those deliberately left without action, establishes the extent of the inspection and gives the preceding two sections their standing. It is also what permits this report to serve as evidence that the property was examined in full.

SECTION SIX

Guest safety and insurer conditions — at a glance

A holiday house answers to three sets of rules that a lived-in home does not: your insurer's conditions for a house that sits empty and takes paying guests, the booking platform's host protection, and the council's short-stay local law. This page groups the elements each of them asks about, says where each is recorded in this report, and states its condition at this inspection. It is written to be handed to your managing agent.

WHAT IS ASKED ABOUT	WHO ASKS, AND WHY	RECORDED AT	AT THIS INSPECTION
Occupancy and vacancy	Your insurer. Most home policies require notice at 60 consecutive days unoccupied, some at 90; specialist short-stay policies define it their own way, and may add an excess or conditions.	L5, L7, R16, R17	Occupied approx. 38% of nights; longest gap 23 days. Within the usual threshold. Water is not isolated between bookings (R17). Owner to confirm the position with the insurer (R16).
Evidence of regular inspection and maintenance	Short-stay policies that require "regular and routine inspections" with photographic evidence kept, and home policies that exclude damage from a lack of maintenance.	This report; R10, R18, L2, L6	First inspection. Register opened with seven costed items. Sixteen photographic datum positions recorded. Until now the only attendance was cleaning and the agent (R10).
Decks, stairs, balustrades and steps	Public liability — a guest injured on a deck, stair or balcony. Platform host liability and your own policy both turn on whether the element was maintained.	K1–K5, A12, I28	**1.1 — loose post at the head of the deck stairs. Priority 1.** Substructure, treads and remaining posts sound.
Pool barrier, gate and registration	Council (pool and spa registration and four-yearly Form 23 certificate) and your insurer; a non-compliant barrier is a liability question before it is a claim.	K11, K12, K15, K19, R7	**1.3 — gate does not self-latch from half-open. Priority 1.** Barrier height, non-climbable zone and latch height compliant. Registration current; Form 23 lodged 2023, next due 2027.
Fire and life safety	Council short-stay code and your insurer; the platform's own safety requirements for hosts.	J7, J20, J21, L9	**2.4 — hallway alarm stamped 2014, beyond ten-year life; extinguisher tag expired 2024. Priority 2.** Alarms not interconnected. Evacuation plan and emergency numbers displayed.
Electrical and gas	Your insurer (uncertified work excluded) and guest safety.	J1, J13, J25, C20, L4	Switchboard upgraded 2022 with certificate held. RCD coverage on power and lighting; oven circuit unprotected (serviceable). Bottled gas cooktop only; cylinders and regulator sound.

SECTION SIX · CONTINUED

Guest safety and insurer conditions — at a glance

WHAT IS ASKED ABOUT	WHO ASKS, AND WHY	RECORDED AT	AT THIS INSPECTION
Hot water and scalding	Guest safety; several policies apply an age test to hot water units.	J8, J9	Tempering valve fitted, 47 °C at the basin. Unit twelve years old — 3.2, provision recommended within one to three years.
Escape of water	Your insurer. Gradual leaks are excluded, and a leak that runs through a vacant period is argued as one you "should have known about".	G3, G21, G24, H11, H15, J10, R17	**1.2 — washing-machine hose weeping. Priority 1. 2.3 — ten hoses of unknown age. Priority 2.** Wet-area silicone at 2.2. Isolating water in gaps over seven days recommended.
Unpermitted or earlier work	Your insurer. Cover on an unpermitted structure is commonly refused; damage in an area of non-compliant work is contested years later.	R9, R12, L3, L4	**The bungalow is let as a sleeping room and no permit is held for it.** Owner to confirm the position with council before it is relied on in a claim or a listing.
Council short-stay obligations	The council's local law: annual registration, a designated contact who responds within two hours, a displayed code of conduct, and a dwelling kept in good condition.	R15, L8, L9	Registered, number displayed on the listing. Contact nominated and neighbours notified. Code displayed. This report is the "good condition" evidence.
Baseline for guest-damage claims	The platform's host damage protection, which requires evidence of the property's condition and the cause of damage within 30 days of checkout.	L6, groups I and K	Sixteen datum positions photographed, including every guest room and the deck. A claim for guest damage can now be set against a dated "before".
Sum insured and improvements	Your insurer at renewal — pool, deck, pergola, bungalow, fencing and driveway are often under-counted in the sum insured.	R1, R2, R14	Listed for the owner to test the sum insured. Fencing 84 lm, driveway 14 lm recorded for policy sub-limits.

How to use this page

Items in red are in the works schedule at Section two and should be closed out and photographed before they are relied on. Items marked as records are for the owner to confirm with the insurer, platform or council; we record what was sighted and do not advise on any policy.

Give this page and Section ten to your managing agent. Between our visits, they are the two pages that answer the question an assessor asks first: what condition was the house in, and who can show it.

The limits of this section

Policy wording differs between insurers and changes over time, platform terms change more often still, and council requirements vary by municipality. This section indicates where each matter is recorded. It is not advice on any policy, listing or registration, and the grounds are not exhaustive.

Bawden Building Group are builders, not insurance advisers. No report determines how an insurer or a platform will assess a claim. The relevant Product Disclosure Statement, host terms and local law govern.

SECTION SEVEN

Scope, access and limitations

Access achieved

- Roof cavity — entered via the hallway manhole, full extent walked on battens
- Subfloor — entered via the north hatch, full extent reached
- Roof exterior — accessed by ladder and walked, conditions safe and dry
- All rooms, robes, the bungalow, carport and pool shed
- Switchboard, meter box, gas cylinders and main stop tap
- Pool barrier walked on both sides; gate tested from four positions

Access was from the key safe. No area was omitted from this inspection on access grounds. Where an inspection is limited by access or by prevailing conditions, that limitation is recorded in this section and the affected area identified.

Outside the scope of this report

- × Timber pests. See 10.2 — a separate inspection is recommended
- × Asbestos, mould, lead paint and soil contamination sampling
- × Electrical and gas compliance. Observation was visual only and no certificate is implied
- × Pool barrier certification. Compliance is certified by a registered swimming pool inspector on a Form 23
- × Concealed framing, footings, and services behind finishes
- × Anything requiring destructive investigation
- × Appliance operation and contents inventory

Referrals

REF	MATTER	BASIS OF REFERRAL AND RECOMMENDED ACTION
10.1	**Pool barrier inspection**	Once 1.3 is rectified, a registered swimming pool and spa inspector should re-check the barrier before the next Form 23 is due in 2027. Bawden Building Group does not certify barriers.
10.2	**Timber pest inspection**	No live activity found. Given the tea-tree canopy and the age of the subfloor, a licensed timber pest inspection is recommended before the next wet season. Bawden Building Group does not carry out that work and receives no commission from any firm engaged.
10.3	**Bungalow permit status**	A building surveyor or the council should be asked whether the bungalow can be permitted for habitable use as it stands. This affects both the listing and the insurer's position (R9).

Relationship to AS 4349.1

Pre-purchase inspections are ordinarily prepared to AS 4349.1. That standard does not require an inspector to enter an area which cannot be reached safely and reasonably on the day, and **it does not require any estimate of the cost of rectification.**

This report is not prepared to that standard. It is a schedule of works prepared by a Registered Building Practitioner, and in the report issued to a client every item calling for work is costed, on the basis that this practice would be prepared to quote it.

SECTION EIGHT

Recommended actions

STEP	ACTION	DETAIL
01	**Reading the report**	Sections three to six set out what the inspection found, in order of priority and then grouped by who asks about it. Any item on which a fuller explanation would be useful can be raised with us at any time, and there is no charge for doing so.
02	**Before the next booking**	Items 1.1 to 1.3 are quoted for the first gap in the calendar. Each takes less than a day. The managing agent has been sent the schedule so the gap can be held.
03	**Off-season works**	Items 2.1 to 2.4 are quoted as a single off-season visit, so that the roofer, plumber and electrician each attend once and the house is back to guest-ready in one week.
04	**Instruction of works**	There is no obligation to engage Bawden Building Group for any part of this schedule. The costs are stated so that it may be taken to another builder and compared directly.
05	**Between visits**	Close the washing-machine taps at each changeover. Isolate the water at the main for any gap over seven days. Ask the cleaner to report any of the sixteen datum positions that look different from the photographs.
06	**Retention**	Retained with the invoices for any work carried out against it, this report forms a dated record that the property has been maintained between stays. See the note below.
07	**Re-inspection**	Off-season 2027 is recommended, timed so that any works are complete before the summer bookings. A short pre-summer check of the guest-safety items at Section six is offered as an option.

Retention and insurance

Australian home policies generally cover damage caused by a defined event, and exclude wear and tear, gradual deterioration, and damage that follows a property not having received regular maintenance. Specialist short-stay policies go further and require regular inspections, with evidence of those inspections kept, including photographs. Where a claim is contested, the question is ordinarily whether the property was being maintained — and in a house nobody lives in, who can show it.

This report is a dated, illustrated record of the condition of the property on the date of inspection, prepared by a Registered Building Practitioner before any loss occurred and before any stay. Retained with the invoices for work carried out against it, it constitutes evidence on that question.

Bawden Building Group are builders, not insurance advisers. No report can determine how an insurer or a platform will assess a particular claim, and this report should be read together with the relevant Product Disclosure Statement and host terms.

Inspected and certified by

Collis Bawden

Registered Building Practitioner DB-U 45837
Building and Plumbing Commission (Vic)
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This report records the condition of the property as observed on the date of inspection, and relates only to those parts reasonably accessible on that day. It is not a structural engineer's report, a timber pest inspection, a pool barrier certificate, or a certificate of compliance. Costs are omitted from this published example; in a report issued to a client they are indicative at the date of issue and are not a quotation. Illustrations in this specimen are diagrammatic; a report issued to a client carries site photographs. This report is prepared for the client named and may be relied on only by that client. Bawden Building Group Pty Ltd · ABN 84 618 786 780 · Registered Building Practitioner DB-U 45837, Building and Plumbing Commission (Vic) · Member, Master Builders Victoria.

SECTION NINE

Elements commonly cited in declined claims

Australian insurers rely on a recognisable set of grounds when declining or reducing home claims, and most of them concern the physical condition of the building. For a short-stay house, the platform's host protection and the unoccupancy clauses add two more. The table below sets out those grounds and identifies where each is recorded in the element schedule at Appendix A. Every one is inspected and dated, whether or not a defect was found.

GROUND RELIED ON	WHAT IS ORDINARILY POINTED TO	RECORDED AT
Property not in good condition or not maintained	Roof leaking in rain, blocked gutters, areas rusted through, rot, holes in floors, walls or ceilings, plant matter growing on the building.	A1, A2, A11, B6, C1–C4, C10, D1, D2, D9–D14, D22, R18
Rainwater entering other than through a storm-created opening	Water entering through a pre-existing gap, a blocked gutter or an unsealed flashing rather than an opening the storm itself created.	C8, C13, D2, D4, D5, D9–D14, D21, D23
Wear, tear and gradual deterioration	Weathering of roof tiles and ridge capping, breakdown of tile adhesive and grout, breakdown of bricks, mortar and concrete.	C5, C6, C7, D2, D22, G1, G2, G3
Rust and corrosion	Corrosion of gutters, flashings, valleys, fixings, balustrades and hot water units, particularly in coastal exposure.	A18, C23, D4, D9–D12, J8, J9, K4
Faulty workmanship, design or structural defect the owner knew of	Defective work, non-compliant installation, or a defect previously identified and not addressed.	B6, E10, G23, L3, L4, R9
Mould, mildew, rot and damp — and pre-existing mould	Evidence that mould or damp predated the claimed event, or that ventilation was inadequate. Excluded outright by platform host protection.	B7, B14, E5, E6, E11, G12, G20, G21
Gradual escape of water, and leaking showers	Water escaping slowly rather than in a sudden burst — a weeping hose connection, a failing shower — which several policies exclude expressly.	G3–G5, G22, G23, G24, H11, H15, J10, K4, R17
Earth movement, subsidence and cracking	Cracking attributed to settlement or ground movement rather than to an insured event.	A1, A8, A17, B11, I2, I25
Tree roots, vermin and termites	Damage attributed to roots, rodents or timber pests, and inadequate termite management.	A11, A15, B3, B12, B15, E6
Damage from an earlier event left unrepaired	Damage from a previous claim or event that was never rectified, relied upon to decline the later claim.	L1, L2
Fences, gates, pool barriers and retaining walls in disrepair	An express disrepair test applies to fences and gates under several policies; a non-compliant pool barrier is a liability question.	A8, A9, A10, A16, A17, K11, K15
Property left unoccupied	Most policies apply an additional excess, and some exclude cover, after 60 continuous days unoccupied. Short-stay policies set their own definition.	L5, L7, R16, R17
Damage caused by a paying guest	Standard home policies may exclude damage by paying guests. Platform host protection requires evidence of condition and cause within 30 days of checkout.	L6, R16, groups I and K

Why this section is here

Where a claim is contested the question is usually not whether damage occurred, but whether the property was maintained. That is a question of evidence, ordinarily resolved between competing expert reports. In a holiday house, nobody was there to say what the house was like the week before.

Recording an element that required no work is therefore as material as recording a defect. A dated photograph of sound ridge pointing, taken beforehand, answers a ground that no photograph taken afterwards can.

The limits of this section

Policy wording differs between insurers and changes over time. This section indicates where each matter is recorded. It is not advice on any policy, and the grounds are not exhaustive.

Bawden Building Group are builders, not insurance advisers. No report determines how an insurer will assess a claim. The relevant Product Disclosure Statement governs.

SECTION TEN

Rectification register and occupancy

Every item raised in this report is entered below and carried forward to the next inspection, where its rectification date, the trade engaged and the invoice reference are recorded against it. Items are closed out only once the completed work has been photographed.

REF	ITEM	ACTION REQUIRED	RECTIFIED
1.1	**Deck balustrade post**	Re-fix the post with a through-bolted bracket; check remaining posts	—
1.2	**Washing-machine connection**	Replace both hoses and record the date; taps closed at changeover	—
1.3	**Pool gate**	Adjust or replace closer and striker; test from all positions; record at R7	—
2.1	**Ridge and hip pointing**	Re-point full ridge and hip runs, approx. 34 lm	—
2.2	**Wet-area silicone**	Strip and replace all runs, both wet areas	—
2.3	**Flexible hose connections**	Replace all ten braided connections and record the date	—
2.4	**Smoke alarm and extinguisher**	Replace 2014 unit, interconnect all three; service extinguisher	—
	Open items at this inspection	**Seven**	—

Why the register matters, stated plainly

Several policies exclude loss arising from a defect the owner knew of, or ought reasonably to have known of, and from damage left unrepaired after an earlier event. A report that identifies a defect therefore establishes knowledge of it.

That cuts both ways, and it should be understood before this report is filed. An identified defect that is rectified and documented is strong evidence that the property was maintained. The same defect identified and left for several years is evidence to the contrary, and would not have been available to an insurer had the inspection never been carried out.

The recommendation that follows is straightforward.

Priority 1 items should be rectified before the next booking and the register closed out. Priority 2 items should be scheduled for the off-season. Priority 3 items require no work and carry no such implication.

Occupancy

Most Australian policies apply an additional excess where a property has been unoccupied for more than sixty continuous days, and some withdraw cover altogether unless the insurer has agreed in writing. Specialist short-stay policies define unoccupancy their own way and add inspection and maintenance conditions. Owners of holiday and short-stay properties should confirm the position with their insurer and retain a dated log of inspection visits.

Element L5 records the occupancy pattern reported for this property: short-stay let, agent-managed, approximately 38% of nights occupied over the past twelve months, longest unoccupied period 23 days. Element R17 records that water is not isolated between bookings. Both are carried forward to the next inspection.

This report is the first entry in that log.

APPENDIX A

Complete element schedule

Every element of the property inspected on the day, listed, photographed and assigned a condition. The schedule is built around the property, so its length varies from one house to the next. Items requiring work appear again in the works schedule at Section two. All remaining elements are recorded here.

This appendix records the full extent of the inspection. A schedule of findings identifies defects. A complete element schedule establishes that the property was examined element by element on a stated date, and that the elements requiring no action were assessed rather than omitted. That distinction is material where a claim, a platform dispute or a sale is subsequently contested. For a short-stay house the schedule carries additional elements at groups R and L for council registration, platform cover, water isolation, the managing agent and guest-facing safety information.

Sound
No action required. Recorded and photographed as found.

Serviceable
Performing its function, with a note of the work eventually required.

Monitor
Measured and recorded to provide a datum for the next inspection.

Attention
Carried into the works schedule at Section two.

Not inspected
Not reasonably accessible, or outside the scope of this report.

Composition of the schedule

GRP	GROUP	ITEMS
A	Site, grounds and drainage	24
B	Substructure and subfloor	16
C	External fabric	26
D	Roof and rainwater	24
E	Roof cavity	11
F	Windows and external doors	10
G	Wet areas	24
H	Kitchen and laundry	15
I	Interior	28
J	Services	26
K	Ancillary structures	20
R	Insurance conditions and compliance	18
L	Records, history and occupancy	9
	Recorded at this property	**251**

Conditions recorded

CONDITION	ITEMS	SHARE
SOUND	153	61%
SERVICEABLE	51	20%
MONITOR	17	7%
ATTENTION	10	4%
NOT INSPECTED	20	8%

Every element carries its own frame. In this specimen the frames are left empty; in a report issued to a client each one holds a site photograph of that element, taken on the day of inspection and unedited.

APPENDIX A · CONTINUED

Element schedule

A · SITE, GROUNDS AND DRAINAGE

A1
PHOTOGRAPH

A1
Site fall away from building
ALL ELEVATIONS

SOUND

Ground falls away on all four elevations. No ponding observed.

A2
PHOTOGRAPH

A2
Ground clearance to cladding
ALL ELEVATIONS

SERVICEABLE

Clearance reduced to approx. 120 mm at the south garden bed.

A3
PHOTOGRAPH

A3
Surface water drainage
REAR YARD

SOUND

Grated drain clear and running to the legal point of discharge.

A4
PHOTOGRAPH

A4
Stormwater pits and grates
NORTH AND REAR

SOUND

Two pits opened. Both clear, with no silt accumulation.

A5
PHOTOGRAPH

A5
Downpipe discharge points
ALL ELEVATIONS

SERVICEABLE

Four of five connected below ground. The south-east discharges to the surface.

A6
PHOTOGRAPH

A6
Driveway
FRONT

SOUND

Concrete. No significant cracking. Falls to the street.

A7
PHOTOGRAPH

A7
Paths and paving
PERIMETER

SERVICEABLE

Minor lipping at two pavers on the north path. Within tolerance.

A8
PHOTOGRAPH

A8
Retaining wall
SOUTH BOUNDARY

MONITOR

Timber sleeper, approx. 700 mm. Leaning 25 mm. See 3.3.

A9
PHOTOGRAPH

A9
Boundary fencing
ALL BOUNDARIES

SERVICEABLE

Paling fence, serviceable. Two palings loose to the east run.

APPENDIX A · CONTINUED

Element schedule

A · SITE, GROUNDS AND DRAINAGE

CONTINUED

A10

PHOTOGRAPH

A10

Gates and latches

SIDE ACCESS X2

SOUND

Both operate and latch. Access clear for inspection.

A11

PHOTOGRAPH

A11

Vegetation to structure

NORTH AND EAST

MONITOR

Tea-tree and banksia canopy over the north roof. Contributing to gutter litter load between visits.

A12

PHOTOGRAPH

A12

External steps

REAR

SOUND

Timber, four treads. Fixings tight, no rot found on probe testing.

A13

PHOTOGRAPH

A13

Clothesline and fixings

REAR YARD

SOUND

Wall-mounted, fixings sound.

A14

PHOTOGRAPH

A14

Letterbox and street number

FRONT

SOUND

Serviceable.

A15

PHOTOGRAPH

A15

Trees — species and proximity

NORTH AND EAST

MONITOR

Two eucalypts within 6 m of the north footing line. Canopy over the roof.

A16

PHOTOGRAPH

A16

Fence and driveway extent

WHOLE SITE

SOUND

Fencing approx. 96 lm; sealed driveway approx. 18 lm. Recorded for policy sub-limits.

A17

PHOTOGRAPH

A17

Retaining wall drainage

SOUTH BOUNDARY

SERVICEABLE

Ag-drain discharging. No weep holes; no evidence of surcharge.

A18

PHOTOGRAPH

A18

Exposure — distance to open water

SITE

MONITOR

Approx. 450 m from the beach. High salt exposure recorded for corrosion assessment of fixings, flashings and

APPENDIX A · CONTINUED

Element schedule

A · SITE, GROUNDS AND DRAINAGE — CONTINUED

A19 PHOTOGRAPH

A19

Plant matter growing on the building

ALL ELEVATIONS

SERVICEABLE

Moss, lichen, creeper or climbing plant in contact with wall, roof or gutter. Named by several policies as a condition failure.

A20 PHOTOGRAPH

A20

Tree health and deadwood

WHOLE SITE

MONITOR

Dead limbs, cavities, lean or fungal bodies. An arborist referral is made rather than an opinion given.

A21 PHOTOGRAPH

A21

Adequacy of the drainage system

WHOLE SITE

SOUND

Whether the system is capable, not merely clear. Several policies exclude damage from inadequate drainage.

A22 PHOTOGRAPH

A22

Driveway surface type

DRIVEWAY

SOUND

Sealed, gravel or unpaved. Some policies exclude unpaved driveways as a class.

A23 PHOTOGRAPH

A23

Artificial grass

GROUNDS

SOUND

Excluded by some policies except where it forms a tennis court surface. OR

A24 PHOTOGRAPH

A24

Overland flow path and site levels

WHOLE SITE

SOUND

Where surface water runs in heavy rain, and what it runs towards.

B · SUBSTRUCTURE AND SUBFLOOR

B1 PHOTOGRAPH

B1

Subfloor access

EAST HATCH

SOUND

Hatch clear. Full extent of the subfloor reached.

B2 PHOTOGRAPH

B2

Stumps

THROUGHOUT

SOUND

Concrete stumps. No settlement or deterioration observed.

B3 PHOTOGRAPH

B3

Ant caps

THROUGHOUT

MONITOR

Two caps damaged at the south-east corner. See 9.2.

APPENDIX A · CONTINUED

Element schedule

B · SUBSTRUCTURE AND SUBFLOOR — CONTINUED

B4
PHOTOGRAPH

B4
Bearers
THROUGHOUT

SOUND

Sound on probe. No sagging or splitting observed.

B5
PHOTOGRAPH

B5
Floor joists
THROUGHOUT

SOUND

Sound. Spacing and bearing regular.

B6
PHOTOGRAPH

B6
Subfloor ventilation
SOUTH ELEVATION

SERVICEABLE

Six vents, all clear. The house is closed up between bookings; ventilation rate is adequate for this footprint.

B7
PHOTOGRAPH

B7
Subfloor moisture and ground condition
THROUGHOUT

MONITOR

Dry at inspection, 13% at the south bearer. Closed-up periods noted. Re-read at the next inspection.

B8
PHOTOGRAPH

B8
Subfloor debris
THROUGHOUT

SOUND

Clear of builders' waste and stored material.

B9
PHOTOGRAPH

B9
Bracing and tie-downs
THROUGHOUT

SOUND

Present and fixed where visible.

B10
PHOTOGRAPH

B10
Concrete slab area
GARAGE

SOUND

No significant cracking visible where not covered.

B11
PHOTOGRAPH

B11
Perimeter footing, visible
ALL ELEVATIONS

SOUND

No displacement or step cracking observed above ground.

B12
PHOTOGRAPH

B12
Termite management notice
METER BOX

NOT INSPECTED

No current notice sighted. Recommend a licensed pest inspection.

APPENDIX A · CONTINUED

Element schedule

B · SUBSTRUCTURE AND SUBFLOOR — CONTINUED

B13

PHOTOGRAPH

B13

Weep holes, slab edge clearance

ALL ELEVATIONS

SERVICEABLE

Weep holes clear. Slab edge visible to approx. 90 mm except at the south bed.

B14

PHOTOGRAPH

B14

Damp-proof course

ALL ELEVATIONS

SOUND

DPC visible and above ground line. No rising damp staining at skirtings.

B15

PHOTOGRAPH

B15

Termite management system

PERIMETER

NOT INSPECTED

No system type, install date or renewal record sighted. See 9.2.

B16

PHOTOGRAPH

B16

Site classification and reactive soil

WHOLE SITE

NOT INSPECTED

Class recorded where documentation exists. Earth shrinkage and expansion is excluded by most policies.

C · EXTERNAL FABRIC

C1

PHOTOGRAPH

C1

Weatherboard cladding

NORTH ELEVATION

SERVICEABLE

Paint sound. Two boards cupping below the window sill.

C2

PHOTOGRAPH

C2

Weatherboard cladding

EAST ELEVATION

SOUND

Sound. No rot found on probe testing.

C3

PHOTOGRAPH

C3

Weatherboard cladding

SOUTH ELEVATION

MONITOR

Paint chalking in the shaded run. Timber sound beneath.

APPENDIX A · CONTINUED

Element schedule

C · EXTERNAL FABRIC

CONTINUED

C4

PHOTOGRAPH

C4

Weatherboard cladding

WEST ELEVATION

SOUND

Recently repainted. Good condition.

C5

PHOTOGRAPH

C5

Brick base course

ALL ELEVATIONS

SOUND

Mortar intact. No step cracking.

C6

PHOTOGRAPH

C6

Rendered surfaces

FRONT ENTRY

SOUND

No drummy areas found on tapping.

C7

PHOTOGRAPH

C7

External paint, general

ALL ELEVATIONS

SERVICEABLE

Approximately five years of service life remaining on the exposed elevations.

C8

PHOTOGRAPH

C8

Window reveals and sills

ALL WINDOWS

MONITOR

Paint failure commencing at two north sills.

C9

PHOTOGRAPH

C9

Door frames and thresholds

ALL EXTERNAL DOORS

SOUND

Sound, weather seals intact.

C10

PHOTOGRAPH

C10

Eaves lining

PERIMETER

SOUND

No staining or sagging observed.

C11

PHOTOGRAPH

C11

Fascia

PERIMETER

SERVICEABLE

Sound. Two gutter brackets pulled at the north run. See 1.2.

C12

PHOTOGRAPH

C12

Barge boards

BOTH GABLE ENDS

SOUND

Painted and sound.

APPENDIX A · CONTINUED

Element schedule

C · EXTERNAL FABRIC

CONTINUED

C13

PHOTOGRAPH

C13

External sealants

PENETRATIONS, PERIMETER

SERVICEABLE

Serviceable. Reseal recommended at the next repaint.

C14

PHOTOGRAPH

C14

Wall vents

ALL ELEVATIONS

SOUND

Clear and unobstructed.

C15

PHOTOGRAPH

C15

External light fittings

FRONT, REAR, SIDE

SOUND

All operate. No corrosion at the fixings.

C16

PHOTOGRAPH

C16

External power outlets

REAR

SOUND

Weatherproof covers intact.

C17

PHOTOGRAPH

C17

Tap and hose points

FRONT AND REAR

SOUND

No leaks. Vacuum breakers fitted.

C18

PHOTOGRAPH

C18

Air conditioning condenser

SOUTH ELEVATION

SOUND

Level, clear airflow, no corrosion at the base.

C19

PHOTOGRAPH

C19

Meter box

NORTH ELEVATION

SOUND

Door closes and latches. Contents dry.

C20

PHOTOGRAPH

C20

Gas meter and line

NORTH ELEVATION

SOUND

Twin 45 kg cylinders on a concrete pad, regulator and pigtails sound. No corrosion observed.

C21

PHOTOGRAPH

C21

Insect screens

ALL OPENABLE WINDOWS

SERVICEABLE

Present throughout. Mesh torn to bedroom 3.

APPENDIX A · CONTINUED

Element schedule

C · EXTERNAL FABRIC

CONTINUED

C22

PHOTOGRAPH

C22

Security screens

FRONT AND REAR DOORS

SOUND

Operate and latch correctly.

C23

PHOTOGRAPH

C23

Protective coatings, metalwork

ALL ELEVATIONS

SERVICEABLE

Gutters, fascia brackets and balustrade fixings coated and sound. Last recoat not recorded.

C24

PHOTOGRAPH

C24

Boarded, cracked or broken glazing

ALL ELEVATIONS

SOUND

Named expressly by several policies as evidence a home is not in good condition.

C25

PHOTOGRAPH

C25

Leaching and efflorescence to masonry

ALL ELEVATIONS

SOUND

Salt deposit or staining indicating water movement through the wall.

C26

PHOTOGRAPH

C26

Blinds, awnings and shade sails

ALL ELEVATIONS

SERVICEABLE

Age and whether professionally installed. Some policies apply a five or ten year age test.

D · ROOF AND RAINWATER

D1

PHOTOGRAPH

D1

Roof covering, general

WHOLE ROOF

SERVICEABLE

Concrete tile. No broken or slipped tiles observed.

D2

PHOTOGRAPH

D2

Ridge capping

RIDGE AND BOTH HIPS

ATTENTION

Pointing cracked and drummy, approx. 34 lm. See 2.1.

D3

PHOTOGRAPH

D3

Hip capping

BOTH HIPS

ATTENTION

As above. Bedding intact, no caps loose.

APPENDIX A · CONTINUED

Element schedule

D · ROOF AND RAINWATER

CONTINUED

D4
PHOTOGRAPH

D4
Valleys
TWO VALLEYS

SOUND

Metal valleys clear and free-draining.

D5
PHOTOGRAPH

D5
Penetration flashings
VENT PIPES X2

SOUND

Flashings seated and sealed.

D6
PHOTOGRAPH

D6
Flue and chimney flashing
LIVING ROOM FLUE

SOUND

Flashing sound, no staining below.

D7
PHOTOGRAPH

D7
Skylight and flashing
HALLWAY

SOUND

No evidence of leakage at the lining below.

D8
PHOTOGRAPH

D8
Roof sarking, where visible
ROOF CAVITY

SOUND

Present and intact where sighted.

D9
PHOTOGRAPH

D9
Gutters, north run
NORTH ELEVATION

SERVICEABLE

Light leaf litter, draining. Annual clear recommended given the canopy at A11.

D10
PHOTOGRAPH

D10
Gutters, east run
EAST ELEVATION

SERVICEABLE

Light litter. Draining.

D11
PHOTOGRAPH

D11
Gutters, south run
SOUTH ELEVATION

SERVICEABLE

Light debris. Draining.

D12
PHOTOGRAPH

D12
Gutters, west run
WEST ELEVATION

SOUND

Clear and draining freely.

APPENDIX A · CONTINUED

Element schedule

D · ROOF AND RAINWATER

CONTINUED

D13

PHOTOGRAPH

D13

Gutter falls

WHOLE ROOF

SOUND

Falls to the downpipes on all runs.

D14

PHOTOGRAPH

D14

Downpipes

FIVE TOTAL

SERVICEABLE

Eastern downpipe slow at the shoe. Clears on flushing.

D15

PHOTOGRAPH

D15

Box gutters

NONE FITTED

SOUND

Not applicable to this roof form.

D16

PHOTOGRAPH

D16

Roof ventilation

TWO WHIRLYBIRDS

SOUND

Both turn freely. No corrosion at the base flashing.

D17

PHOTOGRAPH

D17

Antenna and fixings

RIDGE

SOUND

Mounted to the fascia, no penetration of the covering.

D18

PHOTOGRAPH

D18

Solar panels

NONE FITTED

SOUND

Not applicable.

D19

PHOTOGRAPH

D19

Roof safety anchors

NONE FITTED

NOT INSPECTED

None present. Noted for any future roof work.

D20

PHOTOGRAPH

D20

Verandah and porch roof

FRONT ENTRY

SOUND

Sheet roof, fixings sound, no ponding.

D21

PHOTOGRAPH

D21

Rainheads and emergency overflows

NOT FITTED

SOUND

No box gutters or rainheads to this roof form. Not applicable.

APPENDIX A · CONTINUED

Element schedule

D · ROOF AND RAINWATER

CONTINUED

D22

PHOTOGRAPH

D22

Roof tile surface condition

WHOLE ROOF

SERVICEABLE

Glaze intact, no friability on handling. No cracked, slipped or chipped tiles found.

D23

PHOTOGRAPH

D23

Leaf guards and bird deterrents

NORTH AND EAST

MONITOR

Mesh guards fitted to the north run. Holding litter above the gutter line.

D24

PHOTOGRAPH

D24

Ridge capping and flashing at skylights

ROOF

SOUND

Named separately by at least one policy. Inspected as its own element.

E · ROOF CAVITY

E1

PHOTOGRAPH

E1

Roof cavity access

HALLWAY MANHOLE

SOUND

Clear. Full extent walked on battens.

E2

PHOTOGRAPH

E2

Roof framing

THROUGHOUT

SOUND

Conventional pitched framing. No deflection observed.

E3

PHOTOGRAPH

E3

Battens and tile fixing

THROUGHOUT

SOUND

Sound. No slipped battens.

E4

PHOTOGRAPH

E4

Insulation

CEILING

SERVICEABLE

Batts throughout, settled in two bays. Coverage otherwise complete.

E5

PHOTOGRAPH

E5

Moisture staining

THROUGHOUT

SOUND

No current or historic staining found on the ceiling lining.

E6

PHOTOGRAPH

E6

Vermin activity

THROUGHOUT

SOUND

No droppings, nesting or gnaw damage found.

APPENDIX A · CONTINUED

Element schedule

E · ROOF CAVITY

CONTINUED

E7

PHOTOGRAPH

E7

Wiring, visual

THROUGHOUT

SOUND

No exposed or damaged cabling sighted. Visual only.

E8

PHOTOGRAPH

E8

Exhaust fan ducting

BOTH WET AREAS

SERVICEABLE

Ducted to eave. One duct partly collapsed and requiring re-run.

E9

PHOTOGRAPH

E9

Downlight clearances

LIVING AND KITCHEN

SOUND

Insulation held clear of fittings where sighted.

E10

PHOTOGRAPH

E10

Ceiling battens and glue bonds

THROUGHOUT

SOUND

Battens present and regular. No debonding or sagging observed from above.

E11

PHOTOGRAPH

E11

Roof cavity ventilation

THROUGHOUT

SOUND

Cross-ventilated. No condensation staining on the underside of sarking.

F · WINDOWS AND EXTERNAL DOORS

F1

PHOTOGRAPH

F1

Living room windows

LIVING

SOUND

Operate, lock and seal.

F2

PHOTOGRAPH

F2

Kitchen window

KITCHEN

SOUND

Operates and locks.

F3

PHOTOGRAPH

F3

Bedroom 1 windows

BEDROOM 1

SERVICEABLE

Operate. One sash binding in the track.

APPENDIX A · CONTINUED

Element schedule

F · WINDOWS AND EXTERNAL DOORS

CONTINUED

F4

PHOTOGRAPH

F4

Bedroom 2 window

BEDROOM 2

SOUND

Operates and locks.

F5

PHOTOGRAPH

F5

Bedroom 3 window

BEDROOM 3

SOUND

Operates. Screen mesh torn, see C21.

F6

PHOTOGRAPH

F6

Bedroom 4 window

BEDROOM 4

SOUND

Operates and locks.

F7

PHOTOGRAPH

F7

Bathroom window

MAIN BATHROOM

SOUND

Obscure glazing intact. Operates.

F8

PHOTOGRAPH

F8

Front entry door

FRONT

SOUND

Closes and latches. Weather seal intact.

F9

PHOTOGRAPH

F9

Rear sliding door

REAR

SERVICEABLE

Operates. Track requires cleaning. Lock engages.

F10

PHOTOGRAPH

F10

Laundry external door

LAUNDRY

SOUND

Closes and latches.

APPENDIX A · CONTINUED

Element schedule

G · WET AREAS

G1
PHOTOGRAPH

G1
Shower, tiling
MAIN BATHROOM

SOUND

Tiles sound, no drummy areas on tapping.

G2
PHOTOGRAPH

G2
Shower, grout
MAIN BATHROOM

SERVICEABLE

Serviceable. Minor loss of grout at two floor joints.

G3
PHOTOGRAPH

G3
Shower, hob junction silicone
MAIN BATHROOM

SERVICEABLE

Discoloured and hardened, not admitting water at inspection. Included in 2.2.

G4
PHOTOGRAPH

G4
Shower, floor falls
MAIN BATHROOM

SOUND

Falls to waste. No ponding on flood test.

G5
PHOTOGRAPH

G5
Shower, waste and grate
MAIN BATHROOM

SOUND

Drains freely. Grate clear.

G6
PHOTOGRAPH

G6
Shower screen and seals
MAIN BATHROOM

SERVICEABLE

Screen sound. Base seal to be replaced with the silicone.

G7
PHOTOGRAPH

G7
Shower tapware
MAIN BATHROOM

SOUND

Operates. No leak at the wall plate.

G8
PHOTOGRAPH

G8
Bath and surround
MAIN BATHROOM

SERVICEABLE

Bath sound. Surround silicone discoloured, see 2.2.

G9
PHOTOGRAPH

G9
Vanity and basin
MAIN BATHROOM

SOUND

Cabinet sound. No water damage to the base.

APPENDIX A · CONTINUED

Element schedule

G · WET AREAS

CONTINUED

G10
PHOTOGRAPH

G10
Vanity junction silicone
MAIN BATHROOM

SERVICEABLE

Hardened. Included in 2.2.

G11
PHOTOGRAPH

G11
Toilet pan and cistern
MAIN BATHROOM

SOUND

Flushes and refills. No movement at the pan.

G12
PHOTOGRAPH

G12
Exhaust ventilation
MAIN BATHROOM

SERVICEABLE

Operates. Ducting noted at E8.

G13
PHOTOGRAPH

G13
Ensuite, shower tiling
ENSUITE

SOUND

Sound. No drummy areas.

G14
PHOTOGRAPH

G14
Ensuite, screen base seal
ENSUITE

SERVICEABLE

Discoloured and hardened. Included in 2.2.

G15
PHOTOGRAPH

G15
Ensuite, floor falls
ENSUITE

SOUND

Falls to waste correctly.

G16
PHOTOGRAPH

G16
Ensuite, waste and grate
ENSUITE

SOUND

Drains freely.

G17
PHOTOGRAPH

G17
Ensuite, tapware
ENSUITE

SOUND

Operates. No leaks observed.

G18
PHOTOGRAPH

G18
Ensuite, vanity and basin
ENSUITE

SOUND

Sound.

APPENDIX A · CONTINUED

Element schedule

G · WET AREAS

CONTINUED

G19

PHOTOGRAPH

G19

Ensuite, toilet

ENSUITE

SOUND

Flushes and refills correctly.

G20

PHOTOGRAPH

G20

Ensuite, exhaust ventilation

ENSUITE

SOUND

Operates and is ducted externally.

G21

PHOTOGRAPH

G21

Wet area moisture readings

BOTH WET AREAS

SOUND

11% at both wet-area wall bases against 10% ambient. No elevated reading.

G22

PHOTOGRAPH

G22

Waterproofing, inferred

BOTH WET AREAS

SOUND

No evidence of membrane failure. Not directly accessible.

G23

PHOTOGRAPH

G23

Waterproofing membrane records

BOTH WET AREAS

NOT INSPECTED

No installation date or certificate held by the owner. Recorded as unknown.

G24

PHOTOGRAPH

G24

Flexible hoses — wet areas

BOTH BATHROOMS, 6 TOTAL

ATTENTION

Six connections. Braiding sound, no installation dates. See 2.3.

H · KITCHEN AND LAUNDRY

H1

PHOTOGRAPH

H1

Kitchen cabinetry

KITCHEN

SERVICEABLE

Doors and drawers operate. Two hinges require adjustment.

H2

PHOTOGRAPH

H2

Benchtop

KITCHEN

SOUND

No delamination at the joints or the sink cut-out.

H3

PHOTOGRAPH

H3

Sink and tapware

KITCHEN

SOUND

Drains freely. No leak at the trap.

APPENDIX A · CONTINUED

Element schedule

H · KITCHEN AND LAUNDRY

CONTINUED

H4

PHOTOGRAPH

H4

Splashback

KITCHEN

SOUND

Intact, sealed at the bench junction.

H5

PHOTOGRAPH

H5

Oven and cooktop

KITCHEN

NOT INSPECTED

Appliance operation is outside the scope of this report.

H6

PHOTOGRAPH

H6

Rangehood and ducting

KITCHEN

SERVICEABLE

Ducted externally. Filters due for cleaning.

H7

PHOTOGRAPH

H7

Dishwasher connection

KITCHEN

SOUND

No leak or staining at the cabinet base.

H8

PHOTOGRAPH

H8

Kitchen floor covering

KITCHEN

SOUND

Tiled. No cracked or drummy tiles.

H9

PHOTOGRAPH

H9

Laundry cabinetry and tub

LAUNDRY

SOUND

Sound. No water damage at the base.

H10

PHOTOGRAPH

H10

Laundry tapware

LAUNDRY

SOUND

Operates, no leaks.

H11

PHOTOGRAPH

H11

Washing machine connections

LAUNDRY

ATTENTION

Hot-side hose weeping at the ferrule; 16% at the cabinet base against 10% ambient. Taps left open between bookings. See 1.2.

H12

PHOTOGRAPH

H12

Laundry floor waste

LAUNDRY

SOUND

Present and draining.

APPENDIX A · CONTINUED

Element schedule

H · KITCHEN AND LAUNDRY — CONTINUED

H13
PHOTOGRAPH

H13
Laundry floor covering
LAUNDRY

SOUND

Vinyl, sealed at the perimeter.

H14
PHOTOGRAPH

H14
Laundry ventilation
LAUNDRY

SOUND

Openable window and exhaust both present.

H15
PHOTOGRAPH

H15
Flexible hoses — kitchen, laundry
KITCHEN, LAUNDRY

ATTENTION

Four connections, braiding sound, dates unknown. See 2.3.

I · INTERIOR

I1
PHOTOGRAPH

I1
Entry hall, walls and ceiling
ENTRY

SOUND

No cracking or staining.

I2
PHOTOGRAPH

I2
Hallway cornice
HALLWAY

MONITOR

Hairline cracking approx. 0.5 mm at two joints. See 3.1.

I3
PHOTOGRAPH

I3
Hallway flooring
HALLWAY

SOUND

Timber, sound underfoot.

I4
PHOTOGRAPH

I4
Living room, walls and ceiling
LIVING

SOUND

No cracking, staining or deflection.

I5
PHOTOGRAPH

I5
Living room flooring
LIVING

SOUND

Timber, no cupping or springiness.

I6
PHOTOGRAPH

I6
Dining, walls and ceiling
DINING

SOUND

Sound.

APPENDIX A · CONTINUED

Element schedule

I · INTERIOR

CONTINUED

I7
PHOTOGRAPH

I7
Bedroom 1, walls and ceiling
BEDROOM 1

SOUND

Sound.

I8
PHOTOGRAPH

I8
Bedroom 1, built-in robe
BEDROOM 1

SOUND

Doors run correctly.

I9
PHOTOGRAPH

I9
Bedroom 1 flooring
BEDROOM 1

SOUND

Carpet, no lifting at the grippers.

I10
PHOTOGRAPH

I10
Bedroom 2, walls and ceiling
BEDROOM 2

SOUND

Sound.

I11
PHOTOGRAPH

I11
Bedroom 2, built-in robe
BEDROOM 2

SERVICEABLE

One door displaced from its track. Adjustment required.

I12
PHOTOGRAPH

I12
Bedroom 2 flooring
BEDROOM 2

SOUND

Carpet, sound.

I13
PHOTOGRAPH

I13
Bedroom 3, walls and ceiling
BEDROOM 3

SOUND

Sound.

I14
PHOTOGRAPH

I14
Bedroom 3 flooring
BEDROOM 3

SOUND

Carpet, sound.

I15
PHOTOGRAPH

I15
Bedroom 4, walls and ceiling
BEDROOM 4

SOUND

Sound.

APPENDIX A · CONTINUED

Element schedule

I · INTERIOR

CONTINUED

I16
PHOTOGRAPH

I16
Bedroom 4 flooring
BEDROOM 4

SOUND

Carpet, sound.

I17
PHOTOGRAPH

I17
Internal doors
THROUGHOUT

SERVICEABLE

All operate. Two require latch adjustment.

I18
PHOTOGRAPH

I18
Skirting and architraves
THROUGHOUT

SOUND

Fixed and painted. No water damage at floor level.

I19
PHOTOGRAPH

I19
Internal paint
THROUGHOUT

SOUND

Serviceable throughout.

I20
PHOTOGRAPH

I20
Floor levels
THROUGHOUT

SOUND

No significant deviation measured.

I21
PHOTOGRAPH

I21
Window furnishings and fixings
THROUGHOUT

SOUND

Tracks and brackets secure.

I22
PHOTOGRAPH

I22
Linen and storage cupboards
HALLWAY

SOUND

Shelving sound and fixed.

I23
PHOTOGRAPH

I23
Internal stairs
NOT APPLICABLE

SOUND

Single storey dwelling.

I24
PHOTOGRAPH

I24
Ceiling access and manholes
HALLWAY

SOUND

Fitted and closing correctly.

APPENDIX A · CONTINUED

Element schedule

I · INTERIOR

CONTINUED

I25
PHOTOGRAPH

I25
Crack register and floor datum
THROUGHOUT

MONITOR

Two cracks marked and measured. Floor levels recorded to a fixed datum. See 3.1.

I26
PHOTOGRAPH

I26
Window fall protection to upper levels
UPPER BEDROOMS

SERVICEABLE

Openable windows with a fall of 2 m or more. Restriction to a 125 mm opening, a screen, or an 865 mm sill.

I27
PHOTOGRAPH

I27
Safety glazing to impact-risk locations
DOORS, SIDELIGHTS, WET AREAS

SERVICEABLE

Doors, side panels, low-level glazing and bathroom glazing. Grade marking recorded where visible.

I28
PHOTOGRAPH

I28
Balustrade heights and gaps
STAIRS, BALCONY, DECK

ATTENTION

Rear deck balustrade compliant in height and gap. One post loose at the base. See 1.1 and K4.

J · SERVICES

J1
PHOTOGRAPH

J1
Switchboard
METER BOX

SOUND

Enclosure sound, circuits labelled.

J2
PHOTOGRAPH

J2
Residual current devices
SWITCHBOARD

SOUND

Two RCDs fitted. Test buttons operate.

J3
PHOTOGRAPH

J3
Circuit breakers
SWITCHBOARD

SOUND

No signs of overheating at the terminations.

APPENDIX A · CONTINUED

Element schedule

J · SERVICES

CONTINUED

J4
PHOTOGRAPH

J4
Visible wiring
ROOF CAVITY, SUBFLOOR

SOUND

No damaged or exposed cabling sighted. Visual only.

J5
PHOTOGRAPH

J5
Power outlets
THROUGHOUT

SOUND

No damaged or loose outlets found.

J6
PHOTOGRAPH

J6
Light fittings
THROUGHOUT

SOUND

All operate.

J7
PHOTOGRAPH

J7
Smoke alarms
HALL AND BEDROOMS

ATTENTION

Three fitted and sounding on test. The hallway unit is stamped 2014, beyond its ten-year life. See 2.4.

J8
PHOTOGRAPH

J8
Hot water unit
SOUTH ELEVATION

MONITOR

Storage unit, plate dated 2014. Operating. See 3.2.

J9
PHOTOGRAPH

J9
Hot water relief valve
SOUTH ELEVATION

SOUND

Discharging correctly. Tempering valve fitted; 47 °C at the main basin outlet.

J10
PHOTOGRAPH

J10
Water meter and main
FRONT BOUNDARY

SOUND

No leak at the meter. Registered flow stops when closed.

J11
PHOTOGRAPH

J11
Visible plumbing
SUBFLOOR

SOUND

No leaks or corrosion at the visible pipework.

J12
PHOTOGRAPH

J12
Waste and vent pipework
SUBFLOOR, ROOF

SOUND

Falls correct where visible. Vents clear.

APPENDIX A · CONTINUED

Element schedule

J · SERVICES

CONTINUED

J13
PHOTOGRAPH

J13
Gas appliances and lines
KITCHEN, LIVING

NOT INSPECTED

Cooktop only, bottled gas. Visual only; no certification implied. See Section seven.

J14
PHOTOGRAPH

J14
Heating
DUCTED, LIVING

SERVICEABLE

Operates on test. Filter due for cleaning.

J15
PHOTOGRAPH

J15
Cooling
SPLIT SYSTEM, LIVING

SOUND

Operates on test. Drain line clear.

J16
PHOTOGRAPH

J16
Ducting, where visible
SUBFLOOR

SOUND

Connected and supported.

J17
PHOTOGRAPH

J17
Solar or battery systems
NONE FITTED

SOUND

Not applicable.

J18
PHOTOGRAPH

J18
NBN and comms
ENTRY

SOUND

Termination point intact.

J19
PHOTOGRAPH

J19
Water meter standing-loss test
FRONT BOUNDARY

SOUND

Meter static over 20 minutes with all fixtures closed. No concealed loss indicated.

J20
PHOTOGRAPH

J20
Smoke alarm manufacture dates
HALL AND BEDROOMS

ATTENTION

Hallway unit 2014; bedroom units 2022. The 2014 unit is due for replacement now. See 2.4.

J21
PHOTOGRAPH

J21
Smoke alarms — power, type and interconnection
THROUGHOUT

SERVICEABLE

Hardwired, photoelectric. Not interconnected. Interconnection recommended for a house sleeping eight.

APPENDIX A · CONTINUED

Element schedule

J · SERVICES

CONTINUED

J22

PHOTOGRAPH

J22

Gas heating — service and CO test

LIVING, DUCTED SYSTEM

MONITOR

Split-system heating and cooling only; no gas heating fitted. Filters cleaned at inspection.

J23

PHOTOGRAPH

J23

Open-flued gas appliances

LIVING ROOM

SOUND

None fitted.

J24

PHOTOGRAPH

J24

Flue and open fireplace condition

TWO CHIMNEYS

SOUND

No open fireplace. Chimney at the former kitchen position capped.

J25

PHOTOGRAPH

J25

RCD coverage across all circuits

SWITCHBOARD

SERVICEABLE

Power and lighting circuits protected. Pool pump circuit on a separate RCD. Oven circuit unprotected.

J26

PHOTOGRAPH

J26

On-site wastewater system

NOT APPLICABLE / TO CONFIRM

NOT INSPECTED

Septic or treatment system, its EPA permit, and the service record. Council holds the Permit to Install.

K · ANCILLARY STRUCTURES

K1

PHOTOGRAPH

K1

Deck substructure

REAR DECK

SOUND

Bearers, joists and fixings sound on probe.

K2

PHOTOGRAPH

K2

Deck posts and footings

REAR DECK

SOUND

Plumb, no movement at the base.

K3

PHOTOGRAPH

K3

Deck boards

REAR DECK

MONITOR

Greying and dry across the western half. See 3.3.

APPENDIX A · CONTINUED

Element schedule

K · ANCILLARY STRUCTURES

CONTINUED

K4

PHOTOGRAPH

K4

Deck balustrade

REAR DECK

ATTENTION

Post at the head of the stairs loose at the base fixing; deflects approx. 20 mm under hand load. See 1.1.

K5

PHOTOGRAPH

K5

Deck stairs

REAR DECK

SOUND

Treads sound, stringers fixed. Handrail continuous.

K6

PHOTOGRAPH

K6

Pergola structure

REAR

SOUND

Posts and beams sound. Shade sail fixings tight.

K7

PHOTOGRAPH

K7

Garage structure

DETACHED GARAGE

SOUND

Bungalow frame and cladding sound. Used as a sleeping room; see R9.

K8

PHOTOGRAPH

K8

Garage door and motor

DETACHED GARAGE

SOUND

Not applicable. Carport only.

K9

PHOTOGRAPH

K9

Garage roof and gutters

DETACHED GARAGE

SERVICEABLE

Gutters holding light debris.

K10

PHOTOGRAPH

K10

Garden shed

REAR YARD

SOUND

Pool equipment shed. Door closes and locks.

K11

PHOTOGRAPH

K11

Pool fence and gates

NOT APPLICABLE

ATTENTION

Fence compliant in height and gap. Gate self-closer does not latch from the half-open position. See 1.3.

K12

PHOTOGRAPH

K12

Pool surrounds and coping

NOT APPLICABLE

SOUND

Coping sound, no trip edges or loose units. Surrounds drain away from the pool.

APPENDIX A · CONTINUED

Element schedule

K · ANCILLARY STRUCTURES

CONTINUED

K13

PHOTOGRAPH

K13

Water tank and pump

REAR

SOUND

Tank sound, pump operates, overflow directed to drainage.

K14

PHOTOGRAPH

K14

Rainwater connections

REAR

SOUND

Two downpipes diverted to the tank. First flush fitted.

K15

PHOTOGRAPH

K15

Pool and spa barrier measurements

NOT APPLICABLE

SOUND

1.2 m minimum barrier height; 900 mm non-climbable zone clear; latch release at 1.5 m. Gate action at K11.

K16

PHOTOGRAPH

K16

Outbuilding fixing to its footings

OUTBUILDINGS

SOUND

Whether each outbuilding is fixed down. One policy conditions cover on it.

K17

PHOTOGRAPH

K17

Fence construction and framing

BOUNDARIES

SOUND

Free-standing sheet fences without a supporting frame are excluded by at least one policy.

K18

PHOTOGRAPH

K18

Electric motors — age and service

GATES, GARAGE, POOL

SERVICEABLE

Pool pump 2021, chlorinator 2021. No gate or garage motors.

K19

PHOTOGRAPH

K19

Pool and spa covers and liners

POOL

SERVICEABLE

Solar blanket, approx. four years old. Several policies apply a five-year age test.

K20

PHOTOGRAPH

K20

Separate metering to outbuildings

OUTBUILDINGS

NOT INSPECTED

Whether any outbuilding is separately metered, which can decide whether it is insured as part of the home.

APPENDIX A · CONTINUED

Element schedule

R · INSURANCE CONDITIONS AND COMPLIANCE

R1

PHOTOGRAPH

R1

Schedule of insurable improvements

WHOLE PROPERTY

NOT INSPECTED

Pool, deck, pergola, bungalow, carport, fencing and landscaping listed so the owner can test the sum insured against

R2

PHOTOGRAPH

R2

Sum insured — rebuild versus market value

RECORDS

NOT INSPECTED

Recorded as a prompt only. Rebuild cost excludes land and includes demolition, site clean-up and professional fees.

R3

PHOTOGRAPH

R3

Bushfire Prone Area and overlay status

WHOLE SITE

NOT INSPECTED

Checked on VicPlan. A designation does not require an existing house to be upgraded, but it affects rebuilding and

R4

PHOTOGRAPH

R4

Flood and overland flow cover

RECORDS

NOT INSPECTED

Whether flood cover is held, and whether the site has an overland flow path.

R5

PHOTOGRAPH

R5

Asbestos — possible locations noted

PRE-1990 FABRIC

NOT INSPECTED

Observation and referral only. No sampling is carried out. Materials in homes built or altered before 2003 may contain asbestos.

R6

PHOTOGRAPH

R6

Lead paint — possible locations noted

PRE-1970 FABRIC

NOT INSPECTED

Observation and referral only. No sampling is carried out.

R7

PHOTOGRAPH

R7

Pool and spa registration

RECORDS

SERVICEABLE

Registered with council. Last Form 23 compliance certificate lodged 2023; next due 2027. Gate defect at 1.3 to be rectified before it is relied on.

R8

PHOTOGRAPH

R8

Easements and structures over them

WHOLE SITE

NOT INSPECTED

Whether any structure sits over a drainage or services easement.

R9

PHOTOGRAPH

R9

Unpermitted or owner-builder work

WHOLE PROPERTY

MONITOR

The bungalow is used as a sleeping room and no permit is held for it. Cover on an unpermitted structure is commonly

APPENDIX A · CONTINUED

Element schedule

R · INSURANCE CONDITIONS AND COMPLIANCE — CONTINUED

R10

PHOTOGRAPH

R10

Who carries out the maintenance

RECORDS

SERVICEABLE

Cleaner and agent attend; no trade maintenance record held before this report. This report and its invoices now form that record.

R11

PHOTOGRAPH

R11

Manufacturer servicing schedules

RECORDS

NOT INSPECTED

Whether serviceable items are being serviced to the manufacturer schedule. One policy conditions cover on it.

R12

PHOTOGRAPH

R12

Current or recent building work

WHOLE PROPERTY

NOT INSPECTED

Any works in progress, and any tarpaulins or temporary coverings, which several policies name as a water- entry path.

R13

PHOTOGRAPH

R13

Prior claims and unrepaired damage

WHOLE PROPERTY

SOUND

Every policy reviewed refuses cover where damage from an earlier event was left unrepaired.

R14

PHOTOGRAPH

R14

Fence and driveway extent, measured

BOUNDARIES

SOUND

Total run in metres. Some policies limit fencing and driveway cover by length.

R15

PHOTOGRAPH

R15

Short-stay registration with council

RECORDS

SERVICEABLE

Registered under the council's short-stay local law; number displayed on the listing. Renewal is annual and the fee is non-

R16

PHOTOGRAPH

R16

Short-stay or landlord cover held

RECORDS

NOT INSPECTED

Owner to confirm the policy covers paying guests, and its unoccupancy, inspection and maintenance conditions. Platform host protection is not insurance.

R17

PHOTOGRAPH

R17

Water isolation between bookings

METER AND MAIN

SERVICEABLE

Main stop tap operates. No routine for isolating water in gaps between bookings. Recommended for any gap over seven days; see Section seven.

R18

PHOTOGRAPH

R18

Inspection evidence kept

RECORDS

SOUND

This report, dated and photographed, with the register at Section ten. Several short-stay policies require regular inspections and photographic evidence of them.

APPENDIX A · CONTINUED

Element schedule

L · RECORDS, HISTORY AND OCCUPANCY

L1
PHOTOGRAPH

L1
Prior claims and unrepaired damage
WHOLE PROPERTY

SOUND

Owner reports no prior insurance claim. No unrepaired damage from an earlier event found.

L2
PHOTOGRAPH

L2
Rectification register
CARRIED FORWARD

NOT INSPECTED

First inspection. The register opens with the seven costed items in Section two.

L3
PHOTOGRAPH

L3
Permits and occupancy certificate
RECORDS

SERVICEABLE

Permits sighted for the house (1976) and pool (2009). No permit held for the bungalow; see R9.

L4
PHOTOGRAPH

L4
Compliance certificates held
RECORDS

SERVICEABLE

Electrical certificate held for the 2022 switchboard upgrade. No plumbing certificates held.

L5
PHOTOGRAPH

L5
Occupancy pattern
WHOLE PROPERTY

MONITOR

Short-stay let through a platform, agent-managed. Occupied approx. 38% of nights over the past twelve months; longest unoccupied period 23 days (June to July)....

L6
PHOTOGRAPH

L6
Photographic datum positions
WHOLE PROPERTY

SOUND

Sixteen fixed positions recorded, including every guest room and the deck, so that images before and after a stay are directly comparable.

L7
PHOTOGRAPH

L7
Managing agent and changeover
RECORDS

SOUND

Agent-managed. Changeover clean after each stay. The cleaner's scope does not include the roof, subfloor, deck or services.

L8
PHOTOGRAPH

L8
Designated contact and house rules
RECORDS

SOUND

Designated contact nominated with a two-hour response. Code of conduct displayed in the house and on the listing, and

L9
PHOTOGRAPH

L9
Guest-facing safety information
KITCHEN, POOL

SERVICEABLE

Emergency numbers, evacuation plan and pool rules displayed. Fire blanket present. Extinguisher service tag expired 2024; see 2.4.