

Surf Bay Leisure Pre-Occupation Inspection Sheet

Engineers Initials **SW**

Manufacturer: **SWIFT** Model: **MOSELLE** Stock No: **27387** Pitch No: **13**
 Year: **2011** Beds: **3** Size: **38x12** Serial Number: **8393H** Dealer/Park: **Monkey Tree Holiday Park**
 Additional Specification: **TR8-5QR - 01872-571999**

On arrival at the caravan were the door seals in tact and un-opened Yes / No

IMPORTANT READ THIS FIRST - UNPACKING PROCEDURE

Please supply a photograph of the claim in question if you think it would help to clarify

1. Remove external window stickers from all windows
2. Remove protective tape from exterior doors
3. Unpack dining room table and place in position
4. Unpack coffee table and place in position
5. Unpack lounge and dinette seating and seat backs
6. Put up pictures and/or glass shelves if supplied
7. Remove all rubber bands and/or tape from all cupboard doors throughout the holiday home
8. Insert plug into kitchen sink, and place following items into sink bowl:
Sink trap, drain off lapp/plugs, clock battery, handbook/instruction manuals
9. Fit clock if supplied, leaving battery in kitchen sink
10. Oven pack containing grill pan, etc. should NOT be removed
11. Unpack hob top
12. Fit fire extinguisher into housing
13. Remove all mattress packaging
14. Place cot into largest of twin bedrooms (if supplied)
15. Unpack bedside table and place between twin beds
16. Fit all coat hangers to hanging rails in wardrobe (if supplied)
17. Place water heater cowl in water heater cupboard
18. Leave leg brace on mat by either external door

nevero Super Compact 24ESD

*Spindle Racine 11-89-376481
Indmaster CMC 16122015*

Item	Salls- factory	Repl- field	Warr- any	Missing Taken	Photo Taken	Comments
Lounge Area						
Door Mats						
Carpet						
Main Table						
Dining Chairs						
Chair Pads						
Coffee Table						
Stool						
Seater Cushions						
Upholstery						
Make up Bed						
Mattress						
TV Unit						
Fine						
Fire Clays						
Fire Coals						
Furniture						
Clock						
Mirror						
Glass Shelves						
Radiators/Electric Panel Heaters						
Picture						
Wall Boards						
Wall Lights and Bulbs						
Curains/Pelms/Blinds						
Curtain Tiebacks						
Ceiling Boards						
Ceiling Lights & Bulbs, Spot Bulbs and Shades						

Kitchen						
Carpet/Lino						
Refrigerator/Freezer						
Dishwasher/Washing Machine (if applicable)						
Worktops						
Sink Drain/Tray						
Drain Off Flaps						
Shop Taps						
Keys						
Handbooks						
Clock Battery						
Torial Door Lock Keys						
Microwave						
Units						
Doors & Drawers						
Cutlery Tray						
Oven Housing & Doors						
Hob Burner						
Hob Burner Caps						
Pan Stands						
Glass Hob Top						
Spashback						
Oven Shelves						
Oven Pack						
Grill Shelf						
Radiators/Electric Panel Heaters						
Bind/Curtain						
The Backs						
Fire Extinguisher						
Wall Boards						
Ceiling Boards						
Ceiling Lights & Bulbs, Spot Bulbs and Shades						
Skylight						
Fyscreen						
Heater						
Heater/Comb Boiler						
Heater Cowl						
Main Bathroom						
Carpet/Lino						
Curains/Pelms/Blind						
Curtain Tiebacks						
Toliet Cistem & Lid						
Toliet Pan						
Toliet Seat						
Towel Rail						
Toliet Roll Holder						
Sink/Pedestal						
Mirror						
Shower Inc. Hose, Head, Door & Cubicle						
Radiators/electric panel heater						
Wall Boards						
Ceiling Boards						
Light & Light Bulbs and Shades						
Skylight						
Fyscreen						

Item	Salls- factory	Repl- field	Warr- any	Missing Taken	Photo Taken	Comments
En-Suite Bathroom						
Door						
Carpet/Lino						
Curains/Pelms/Blind						
Curtain Tiebacks						
Toliet Cistem & Lid						
Toliet Pan						
Toliet Seat						
Towel Rail						
Toliet Roll Holder						
Sink/Pedestal						
Mirror						
Shower Inc. Hose, Head, Door & Cubicle						
Radiators/electric panel heater						
Wall Boards						
Ceiling Boards						
Light & Light Bulbs and Shades						
Skylight						
Fyscreen						

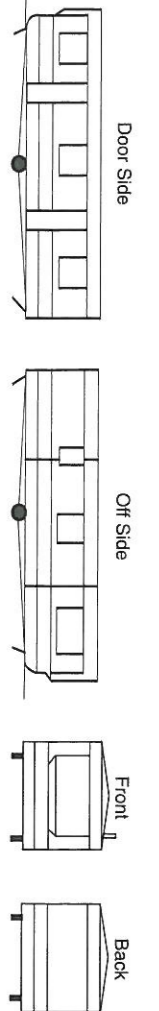
Item	Salls- factory	Repl- field	Warr- any	Missing Taken	Photo Taken	Comments
Master Bedroom						
Carpet						
Bed Base						
Double Mattress						
Bed Set						
Headboard						
Bedroom Stool						
Radiators/Electric Panel Heaters						
Units						
Jewellery Tray						
Cupboard Doors						
Robe Drawer Unit						
Coat Hangers						
Mirrors/Vanity Mirror						
Curains/Pelms/Blinds						
Curtain Tiebacks						
Wall Boards and Wall Lights & Bulbs						
Ceiling Boards						

Gap Showny brackets on headboard - please look

Fit door from street

cupb was faulty + handle + hinges

Item	Salls- factory	Repl- field	Warr- any	Missing Taken	Photo Taken	Comments
Twin Bedroom						
Carpet						
Child Restraint Rail/Col						
Twin Bed Bases						
Single Mattresses						
Bed Sals						
Headboards						
Bedroom Stool						
Radiators/Electric Panel heater						
Units						
Cupboard Doors						
Coat Hangers						
Mirror						
Bedside Cabinet						
Curains/Pelms/Blinds						
Curtain Tiebacks						
Wall Boards						
Wall Lights and Bulbs						
Ceiling Boards						
Ceiling Lights & Bulbs, Spot Bulbs and Shades						



Item	OK	Faulty	Comments
Bedroom Three			
Carpet			
Twin Bed Bases			
Single Mattresses			
Bed Sals			
Headboards			
Bedroom Stool			
Radiators/Electric Panel heater			
Units			
Cupboard Doors			
Coat Hangers			
Mirror			
Bedside Cabinet			
Curains/Pelms/Blinds			
Curtain Tiebacks			
Wall Boards			
Wall Lights and Bulbs			
Ceiling Boards			
Ceiling Lights & Bulbs, Spot Bulbs and Shades			
Hallway			
Door Mats			
Carpet/Lino			
Kick Boards			
Dado Rails			
Doors Handles & Latches			
Wall Boards and Wall Lights & Bulbs			
Radiators/Electric Panel Heater			
Ceiling Boards			
Ceiling Lights & Bulbs, Spot Bulbs and Shades			
Electric Socket Test			
Socket Location	OK	Faulty	Comments
Lounge Area			
Kitchen			
Hallway			
Master Bedroom			
Twin Bedroom			
Bedroom Three			
General			
Carbon Monoxide Alarm			
Smoke Alarm			
Exterior			
Chassis			
Wheel/Tyres			
Jockey Wheel/A Frame			
Corner Steadies			
Parasols			
Windows			
Doors			
Door Catchers			
Exterior Lights			
Down Pipes			
Gutters			
Roof			
Miscellaneous			

Name of Staff Member in attendance
 I hereby agree that Surf Bay Leisure have undertaken a Pre-Occupation inspection on the above caravan and accept and agree with the findings shown above and confirm apart from those mentioned there are no items missing, damaged, or that require attention.
 Park Signature: Date: